

May 2018

Dear Parent/Carer

Our high expectations of students remains our priority and we would like to take the opportunity to remind you of these so we can work together to support your son/daughter to aspire to excellence.

### **Detentions**

Students who do not meet our expectations in their behaviour for learning; conduct around school and punctuality will be issued a detention. Parents will be advised of this detention via text, giving 24 hours' notice. It is important that students attend their detention so that the sanction is timely and that students understand the importance of our school's rules.

If students do not attend their detention they will incur a further sanction, which may include; an hour long detention the next day; a day in the Individual Support Unit or meetings with senior staff and parents.

Whilst we understand that parents and carers would like to support us and discuss detentions with individual members of staff, this is unmanageable. Please be assured that staff issue detentions in accordance with the School's Behaviour Policy in order to reinforce our high expectations of all our students and will not be cancelled.

### **Attendance and punctuality**

In order to make good progress in school, it is crucial that students have an excellent attendance. Boundaries set by the Education Regulations (2006) state that Headteachers may not authorise leave during term time except where the circumstances are exceptional. If your child takes leave that has not been authorized by the Headteacher, it will result in the absence being recorded as unauthorized and legal action may be taken.

We expect students to arrive to school on time each morning. Students are expected to be on the school ground by 08:45 each morning so that they are in their classrooms on time. Students who arrive late to school on more than one occasion during a week, will serve a detention with their Head of Year on a Monday. Any student that arrives after 09:20 will be issued with a 1 hour detention that they will serve the next day.

### **Uniform**

As the summer months approach we would like to remind you that unless directed to the contrary students should wear their blazer and tie to school. In addition to this, all students have been reminded that earphones should not be visible around the school building and that any that are will be confiscated and returned at the end of the day. Mobile phones should also not be used in the school building and if they are seen, they will be confiscated and a parent or carer will be required to collect it.

The conduct card for the final half term of the academic year will allow Heads of Year and members of the Leadership Team to sign students' conduct cards if they are repeatedly in the incorrect uniform. Students will be informed about this in assemblies in the final week of this half term.

### **Knowledge Organisers**

Knowledge Organiser have been launched with Year 7 and 8 and will be a crucial part of the learning as they progress through the school. All students have been given knowledge organisers for every subject for each half term of the Summer. They should be using their home-learning books to revise and review learning so that they can retrieve key knowledge to better prepare them for the rigor of terminal examinations Home-learning should be recorded in their planner and their recall will be returned to in lessons.

Finally, we would like to pass on our very best wishes to all students taking examinations this Summer!

Yours Sincerely,

Mrs T Peters  
Headteacher