



July 2018

Dear Parents/Carers and Pupils

### **Re: College Expectations 2018-19**

As the academic year draws to a close, I would like to thank you for your support throughout the year and wish you an enjoyable holiday period, for those fortunate enough to be able to have time together as a family.

It has been a very busy but successful year, as we have taken our second cohort through to their GCSE exams. This has provided increased challenge because of the new GCSE specifications in all subjects.

The next academic year is even more important to us as a college. We will be welcoming a new Year 7 cohort, Year 8 pupils will be selecting their GCSE options and pupils from Years 9 to 11 will be studying for their GCSE examinations.

I am sure you appreciate that we wish to provide the best possible learning environment for all pupils at the college, so that everyone can flourish. In order to do this, we have some basic expectations of pupils, which, if adhered to, will enable us all to focus on learning within the classroom. You will not be surprised at what these are, as they are all included within the Home/School Agreement (<https://goo.gl/81oRnz>), which all parents/carers and pupils have signed. To ensure clarity before the start of the new academic year, I will lay out these expectations below:

#### **College Uniform**

As members of staff at the college, we do not wish to waste valuable learning time having discussions with pupils about non-school uniform items. However, we will insist that uniform standards are high and will require all pupils to adhere to the school Uniform Policy. The Uniform Policy can be viewed at the following link: <https://goo.gl/f3SXcA>

In particular, I would remind pupils (especially girls) that:

- Skirts must be at least 18 inches in length, fully or partially pleated and not tight to the body
- Trousers must be tailored/formal and not tight to the leg below the knee. They must not be stretch/jersey material, denim, jeans, chinos, leggings, or have studs, rivets, zips (other than fly) or embroidery
- Jewellery is limited to a watch and a small stud earring in each ear lobe. Pupils in Years 9 to 11 may wear a small nose stud
- Footwear must be all black

We would respectfully ask that if you are unsure whether particular styles of skirts or trousers are suitable for school, you check first with the relevant Head of Year and/or retain the receipt in the event that the college deems the skirt/trousers not to conform to the Uniform Policy.



## **Mobile Phones in School**

Mobile phones are allowed in school, unless permission is withdrawn by the Principal. We appreciate that they are an important safety link with parents/carers when the pupil is travelling to and from school. In allowing pupils to bring mobile phones to school, pupils and parents/carers **MUST** accept the following basic principles:

- Mobile phones and any headphones must be kept in lockers at all times, unless specifically required within a lesson for educational reasons
- Mobile phones and/or headphones will be confiscated if seen by members of staff, unless required within a lesson for educational reasons
- Parents/carers will be required to collect confiscated items on the next school day (ie the day after the confiscation, not the same day as the confiscation)
- Mobile phones must never be used in the school building or grounds for any purpose (other than at the specific direction of a member of staff)
- If it is necessary for a pupil to contact home for an essential reason, the telephone at reception may be used

## **Equipment for College**

The following lists the minimum items required for daily use. Indeed, pupils will be required to have specialist equipment for certain subjects, particularly in Years 9, 10 and 11:

- Full PE kit (see Uniform Policy)
- Locker key
- Pencil case
- Pens
- Set of unbranded ear buds for use with computers/keyboards
- Pencils
- Rubber
- Coloured pencils
- Ruler

## **Behaviour at College**

We expect pupils to behave well and we have a range of rewards to recognise good behaviour. However, we also have a Behaviour Policy that lays out how members of staff will respond to inappropriate behaviour at college. The Behaviour Policy is explained to all pupils in assemblies at the start of the new school year, however I would recommend that parents/carers and pupils read this policy over the holiday period. The Behaviour Policy is available on the school website, or via the following link: <https://goo.gl/T3eJcp>

The policy has been designed to encourage good behaviour by all pupils, make pupils accountable as soon as possible in the case of misbehaviour, make pupils accountable to the member of staff for whom they misbehaved and to involve parents/carers when misbehaviour occurs. All members of staff at the college will apply and support the Behaviour Policy.

As part of the Behaviour Policy, pupils should be aware that chewing gum, energy drinks, fizzy drinks and oversize chocolate bars/bags of crisps are all banned from the school site. These items will be confiscated and, along with littering, will result in a detention being issued to pupils.

## **Homework**

Obviously, we expect pupils to complete work at school and at home to the best of their ability. In order to help pupils with their homework and to allow parents/carers to check homework, the college



uses a software package called 'Show My Homework', which can be viewed via the following link: <https://www.showmyhomework.co.uk/> This allows pupils and parents/carers to check homework for completion online via the Internet.

I appreciate that the majority of our pupils already conform to our expectations and that they are supported by the majority of our parents/carers. Consequently, I look forward to your support continuing in line with the expectations within this letter, so that all pupils can benefit from a full focus on learning within the classroom.

### **School Day**

Parents/carers will be aware that there was a recent consultation on the amount of time given for lunchtime and the time that the school day ends. We received 178 responses to the consultation. Of these responses, 111 respondents were in favour of the proposal; to shorten lunchtime by 10 minutes and to finish the school day for pupils at 3.00 pm. 53 respondents were against the proposal and 14 respondents were undecided. Following these responses, governors voted to implement the proposals from the start of the 2018-19 academic year. Consequently, school timings for 2018-19 are as follows:

<b>Year 7, Year 8 and Year 9</b>		
Pupil arrival at school	8.30 am	
Form/assembly	8.40 am	9.05 am
Period 1	9.05 am	10.05 am
Break	10.05 am	10.25 am
Period 2	10.25 am	11.25 am
Period 3	11.25 am	12.25 pm
Lunch	12.25 pm	1.00 pm
Period 4	1.00 pm	2.00 pm
Period 5	2.00 pm	3.00 pm

<b>Year 10 and Year 11</b>		
Pupil arrival at school	8.30 am	
Form/assembly	8.40 am	9.05 am
Period 1	9.05 am	10.05 am
Period 2	10.05 am	11.05 am
Break	11.05 am	11.25 am
Period 3	11.25 am	12.25 pm
Period 4	12.25 pm	1.25 pm
Lunch	1.25 pm	2.00 pm
Period 5	2.00 pm	3.00 pm

We look forward to working with you in the new academic year, which for pupils starts on Thursday 30 August 2018.

Yours sincerely



Mr Chris Southall  
Principal

