



May 2024

Dear Parents/Carers

I hope that this letter finds both you and your family well. We have had a really busy half term in school with many successes. GCSE examinations have started extremely well and the Year 11 cohort are working so hard towards their studies. Year 10 students are currently out on work experience and embracing the opportunity of experiencing the world of work and Key Stage 3 students are taking part in trips and visits as well as preparing for their end of year assessments in June.

As we draw to the close of yet another half term, I would like to take this opportunity to send out some reminders about the school code of conduct and some of the details of our behaviour policy. If you have any queries at all, please contact your child's form tutor or Head of Year in the first instance.

### **School Uniform/Dress Code**

The vast majority of our students arrive to school with a very smart uniform. However, there are a small minority of students that are not following the school dress code. The issues that we are facing from a few students at present are:

- No ties
- School skirts being rolled up to an unacceptable length (thus creating a safeguarding issue in some instances)
- Ripped tights
- Shirts being untucked
  
- If a student does not arrive at school in the correct uniform, they will be taken to the Head of Year base to borrow clean uniform for the day.
- If students wearing skirts continue to roll them up after being warned, they will be asked to wear trousers for school.
- No student should be arriving to school with ripped tights and all shirts are to remain tucked in throughout the day.
- All students need a tie in their house colours for the start of the new half term. These can be purchased on ParentPay.

A huge thank you to those students and parents who ensure that uniform is immaculate every single day.



### **Punctuality: Arriving late to school protocol and arriving late to lessons**

The vast majority of students arrive punctually to school, however there are a few who struggle with this.

All students should be on site by 8:15am. The main gates leading down to the sports hall are locked at 8:20am and students should be at roll call for 8:25am. If a student arrives late through the main reception, they will be issued with a 20 minute lunch time detention. Failure to attend the lunch time detention will result in being placed in seclusion for period 5 plus 30 minutes after school.

Some students state that they are unable to stay after school for various reasons. Unfortunately, this is compulsory and must be adhered to. We would very much like parental support with this. Naturally, genuine reasons for lateness such as traffic delays due to accidents etc. would not result in detention when parents inform the school.

The vast majority of students arrive to lesson on time however, again a small minority find this difficult. All students are expected to arrive at lessons on time. Lateness to lessons will result in a student's 1<sup>st</sup> warning due to the disruption this causes to the start of the lesson. Arrival to lesson more than 10 minutes after the start will result in the student being sent to seclusion. Consistent lateness to lessons will result in students being placed on report and possible seclusions.

### **Disruption Free Classrooms**

We wrote to all parents earlier in the year and introduced 'Disruption Free Classrooms'. This is based on the ethos that all students are entitled to learn in a disruption free environment. We are very proud that this initiative has made our classrooms purposeful learning environments, and feedback from both students and external visitors is positive. Students will be sent out of the lesson and placed in seclusion if after 2 warnings they continue to disrupt the learning of other students.

Whilst in seclusion, students are expected to lock their belongings into a locker (including mobile phones), work in silence for the duration of their time in there and to be respectful to other students and staff. Generally, students are expected to stay in seclusion for 2 periods plus a social time i.e. break, lunch or after school detention. Please note that any students sent to seclusion during period 5 are expected to stay until 3:25pm. This again is an expectation not a request. Parents will always be informed if their child needs to stay after school. Heads of Year and Senior Leaders will make decisions as to whether students are permitted to leave seclusion based on their behaviour and work rate.

### **Student Equipment**

We are motivated to ensure that there are no barriers in the way to students learning. To ensure this is the case we have provided every student in Years 7, 8 and 9 with the essential equipment for learning. The equipment provided is: Pen, Pencil, Ruler, Rubber, Red Pen, Mini-Whiteboard, Mini-Whiteboard Pen, and a Mini-Whiteboard Rubber.

This will also be rolled out to Year 10 after May half term. Each year group has an allocated amount of money to spend. Students who have lost or forgotten equipment are provided with it each morning and this cost comes off of their year group's amount of spending money. At the end of each term, the amount of money left over can be spent by the year group however they like (for example pizza and film afternoon).



We are pleased that the majority of students are really motivated by this initiative, so please do continue to encourage your son/daughter to bring the correct equipment each day.


### **Key Stage 3 End of Year Exams**

As part of preparing students for their GCSE's, we are holding a timetabled end of year exam series for Years 7, 8 and 9 taking place in the Sports Hall. These end of year exams are vitally important for students to experience taking exams here at Aldercar High School, but also to prepare their teachers for the planning of curriculum in September as students move up a year group. Therefore we ask for your support in ensuring students are prepared for these exams. The exam timetable will be released shortly.

The reminders above do not affect the vast majority of students in our school but in the interest of openness and clarity, we would like all parents and carers to understand and support the schools expectations. We operate in the best interest of all students in our school and want the very best for each and every one of them.

Thank you for your continued support and understanding.

Yours Sincerely



Mrs C Hatto  
Head teacher

