



Monday 15 September 2025

Dear Parents and Carers

As we embark on a new academic year, we want to extend a warm welcome to all our learners and families. To ensure that every learner can thrive and focus on their learning, it's important to remind everyone of our key school systems and expectations. These guidelines are designed to create a consistent and positive environment where all learners can make the most of their time in the classroom and achieve psychological safety.

**Dress Code:**

Our dress code expectations remain largely consistent with previous years, emphasising smartness and readiness for learning. Please ensure your child adheres to the following:

- **Shirt, Tie, and Blazer:** These must be worn at all times in corridors.
  - **Tie Colours:** Blue tie for C7 & C8, Black tie for C9, C10 & C11.
- **Jumpers:** Optional, but must be V-neck and a wool-type knit (not sweatshirt style), worn under the blazer, not in lieu of a blazer.
- **Trousers, Skirts, or Shorts:**
  - **Trousers & Shorts:** Must not be skinny-fit and should be loose at the ankle. Trouser leg length should reach the ankle and touch the top of the shoe; they must not be rolled up or cropped. Shorts must be of school trouser material. Socks must be black, trainer socks are not appropriate.
  - **Skirts:** Must be branded and worn with black opaque tights. Knee-high socks are not permitted with skirts or shorts.
  - **Skirt Compliance:** After reviewing the feedback from the community last year regarding skirts, blanket penalties were frowned upon so we have followed the suggestions from families to tackle just those who are not complying. Therefore, any learner who receives strikes for skirt non-compliance on more than one occasion in a week, or in consecutive weeks, will be required to wear trousers or tailored shorts for the remainder of the academic year.
- **Jewellery & Piercings:**
  - **Earrings:** Stud earrings only; no hoops.
  - **Other Piercings:** Small nose piercings are permitted only with a discrete clear retainer. No other piercings are allowed. Please support us in this by not piercing your child without taking into account the healing time.
  - **Necklaces/Bracelets:** A single necklace and/or bracelet is permitted but must not be visible outside of the uniform.
  - **Tattoos:** Henna tattoos are not permitted
  - **False Nails:** are not permitted. If learners are unable or unwilling to remove them at school they will be placed in TX3 until they are removed.

## Conduct Cards:

This year, there is a minor change to our Conduct Card system designed to strengthen the home-school partnership:

- **Parental Signature Required:** Conduct Cards now require a parental/carer signature by Thursday evening each week. Our hope is that this will allow families to engage in discussions if there are any specific trends emerging.
- **Submission:** Signed cards must be handed in during LS5 on Friday.
- **Consequences for non-adherence:**
  - **Unsigned Card:** Any learner whose card is not signed will receive 2 x 1-hour after-school consequences.
  - **Forged Signature:** I am sure parents will appreciate that children may attempt to forge a parent/carer signature. This action will result in a TX3 consequence.
- **Purpose:** This system encourages a weekly review between parents/carers and learners, allowing you to celebrate achievement points and discuss any conduct strikes received. For learners it allows them to take full responsibility of their learning and conduct around the school.

**Reasons for Receiving a Strike:** The reasons for receiving a strike remain largely the same, focusing on readiness for learning and adherence to school rules. These include:

- Lateness
- Chewing Gum
- Uniform issues (e.g, untucked shirt, incorrect tie length, top button undone, trousers worn improperly)
- No pen/stationery
- No iPad or insufficient iPad charge (must be >80% at AM registration)
- Eating in corridors
- Being inside during breaks and lunches (unless in permitted spaces)

## New Strike Modifications:

- Rolling up skirts: 2 strikes
- Failure to complete set Independent Study (IS) by the deadline: 2 strikes

## Escalation of Consequences for Strikes:

- 4+ strikes: 1-hour after-school consequence
- 8+ strikes: 2-hour after-school consequence
- 12+ strikes: 1 day in TX3

## TX3 (Time To Think)

TX3 is an integral part of our behaviour management system. If a learner is booked into TX3 as a consequence:

- **Expectation:** We expect this to be completed on the day it is set, unless there are exceptional circumstances.
- **Refusal to Attend:** If a learner refuses to attend TX3 on the morning it is set, they will be suspended for the remainder of that day and re-booked into TX3 for the following day. Subsequent refusals will follow the same process.

- **Return to Lessons:** Learners will not be allowed back into regular lessons until their required period in TX3 is completed.

#### **Mobile Phones: Promoting Focus**

To minimise distractions and maximise learning time, our mobile phone policy is clear:

- **Onsite Policy:** From the moment learners arrive on-site, mobile phones must be placed in bags or pockets and **not be seen** until they are handed in during AM registration to their Learning Group Leader (LGL).
- **Consequences for Non-Adherence:** If a phone is seen at any point between arrival and handing it in, it will be confiscated. Parents/carers will then need to collect the phone from school at their earliest convenience. If this occurs after AM registration (when phones should already be handed in), the learner will also receive a 1-day TX3 consequence.
- **Permitted Use:** Learners are free to use their phones from 3:30 PM, once the end-of-day bell has rung.

We have shared all of this information with our learners during their assemblies in the first week. We believe that by working together, we can maintain a calm, focused, and productive learning environment for everyone.

Should you have any questions or require further clarification on any of the points above, please do not hesitate to contact me or your child's Cohort Leader.

Thank you for your continued support.

Yours sincerely

Scott Caygill

Deputy Headteacher - Personal Development, Standards & Behaviour