



Heathcote School & Science College

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Headteacher: Sonia Close NPQH, B.ed, MA

GFR / DMS



10th October 2022

Dear Parent / Carer,



As we are now firmly settled back into the swing of this academic year, I wanted to introduce myself, my name is Mr Ferrar and I am the Deputy Headteacher overseeing Behaviour, Attitudes and Personal Development.

My approach will be to work with you and your child/children to ensure they are not only successful academically but also develop into well rounded individuals who are ready for life after their time at Heathcote School.



We are proud of how well our pupils have settled back into school and have adapted to the new arrangements for the school day, break and lunchtime arrangements and the annual addition of new staff.



I want to take this opportunity to share with you some key expectations, which form part of our home-school agreement.

This agreement, which you have signed, acknowledges the rules set out in the behaviour policy and by signing it and becoming part of the Heathcote Community all members are committing to them. I want to thank all parents and carers for their support with this so far.



At Heathcote School pupils are given reminders of our expectations and opportunities are taken to teach the skills and developmental learning required to operate within them. We expect all pupils to be Ready, Respectful and Responsible at all times.



Ready Pupils	Respectful Pupils	Responsible Pupils
<p>Excellent attendance and punctuality to school and lessons</p> <p>Have correct equipment for each lesson</p> <p>Submit homework on time</p> <p>Wear the correct uniform appropriately at all times</p> <p>Remove outdoor wear before entering class, place on the back of the chair</p> <p>Sit in allocated seat and up straight</p> <p>Begin 'Do Now' in 90 seconds</p> <p>Have no banned items on display</p>	<p>Use good manners to all members of the community</p> <p>Track adults and listen to peers when speaking</p> <p>Follow all staff instructions without question or delay</p> <p>Do not disrupt the learning of others</p> <p>Keep hands, feet and objects to themselves</p> <p>Are polite, kind and use positive language to all, in person and on social media</p>	<p>Are PROUD of their learning</p> <p>Work to the best of their ability</p> <p>Engage in every lesson</p> <p>Keep the community tidy</p> <p>Take up opportunities and lead</p> <p>Walk on the left, follow one way systems and act safely in the corridor and on the stairs.</p> <p>Act positively in the community when outside of school.</p>



Having worked at the school for 4 weeks now and giving pupils time to settle back into school life, I wanted to draw parent/carers and pupils attention to the following rules in particular, to ensure clarity and consistency.

Mobile phones / airpods / headphones / smart watches -

- These are banned items in school. Pupils may have them in school for their journey to and from school, however they are not to be seen or used in school. Staff have been instructed to confiscate these items on sight/sound.
- These are then locked away safely and returned to the pupil after they complete a 30 minute detention at the end of the day.
- Refusal to hand over any item will result in escalation to time in the IEU/Isolation and parents/carers being contacted.

Pupil conduct outside of school -

- We expect our pupils to represent the school and be Ready, Respectful and Responsible when travelling to and from school.
- Pupils can be sanctioned following the behaviour policy for their behaviour outside school.
- We expect pupils to have left the local area including Station Road by 3:45pm after school. If they have a reason to return to the local area / Station Road, then they must go home and change first.

Detentions -

- Pupils are responsible for ensuring they attend detentions.
- Detentions are centrally held daily between 15:05 and 15:35 and could be on the same day as any incident.
- The detention list is read out by teachers at the end of period 5 and also placed on the door to the hall where pupils can check if they need to attend.
- Failure to attend detentions will result in time in the IEU.
- Parents/carers will be made aware of detentions by Arbor notifications.

Uniform -

- Pupils must wear full school uniform at all times. Our uniform list can be found in our behaviour policy.
- Pupils are **not allowed** to wear PE kit to school on the days they have PE, they must bring their PE kit to change into and attend school in full uniform.
- If there is an issue with uniform, parents/carers should provide a note to avoid the pupil receiving any sanction.
- Hoodies and tracksuit tops are not allowed in school and will be confiscated if a pupil is seen wearing them in school. Refusal to hand over any item will result in escalation to time in the IEU and parents/carers being contacted.

Punctuality and Attendance -

- Attendance and punctuality to school and all lessons is a vital part of our pupils' development and preparation for life outside of school. Our attendance policy can be found on our website.
- Pupils who are late to school must sign in at the late gate (our sixth form gate) and will receive a 30 minute detention.
- For pupils who are persistently late, parents will be contacted to attend a meeting with our Home School Worker and our Education Welfare Officer.
- Pupils who are late to lessons, without a note, will receive a 30 minute detention.
- At Heathcote, pupils who are more than 10 minutes late for a lesson will be marked as truant and receive a 30 minutes detention.

- Persistent truancy will result in parents/carers being contacted to attend a meeting and further sanctions including time in the IEU or Isolation.

I would like to emphasise point 1 of Respectful pupils - '*Use good manners to all members of the community*'. When upholding the school behaviour policy, staff are carrying out their duty as a teacher, we expect our pupils to respond in such a way that shows respect and understanding of this. There is an expectation that pupils will listen to staff instructions and follow them without question or delay.

I would like to end by thanking you all for your support of the school and I look forward to working with you all. If you would like to discuss any of the above please feel free to contact me via the school.

Kind regards,

Mr G Ferrar
Deputy Headteacher