



Tuesday 23rd May 2023

Dear Parent / Carer

Summer Term (2) Expectations, change to school day and key dates.

I hope you and your families are well. Firstly, I want to commend your children in Years 11 and 13 who have shown excellent attitudes and commitment to their exams which are now well under way. We hope that their hard work pays off. Please ensure that your children also combine their study with relaxation techniques and get plenty of fresh air, especially during the coming half term.

We have welcomed a number of new families during the year. At this time of the year, I want to take the opportunity to set a reminder of our expectations under our 'Be Ready, Be Respectful' and 'Be on Time' mantra.

Be Ready – Attendance, Equipment, Uniform, Homework and Independent Study

Be Respectful – Behaviour for learning, in corridors, outside of school and mobile phones.

Be on time – Travel to and from school.

Attendance and punctuality

A very big thank you and congratulations to those families who have worked with us to ensure their children are at school every day and on time. I extend a special well done to those students who have made great progress in improving their attendance and punctuality. For the remaining few students who are not meeting our expectations, you will remember that we have introduced fines for non-attendance or an accumulation of lateness which is equal to any sessions of school missed. We always wish that we will not need to resort to issuing these, however it is important that everyone understands the importance that no child should miss any days of school, learning and being part of the school community. Please refer to this [Attendance and Punctuality Drive letter](#) . Please also note that requests for leave during term time will not be approved.

Behaviour, rewards and sanctions systems

After the half term, we will remind all students once again of the 3 Be's: **Be Ready, Be Respectful** and **Be on Time**, the C.O.D.E of conduct consequence system and of course continue to celebrate good character and behaviour for learning with On-TRACK system of positive points. Any misbehaviours outside of school constitute 'bringing the school into disrepute'. This carries a high sanction and the students must always act in a dignified and mature manner when outside of the school.

We also want our families to be clear that bullying is never tolerated and is always treated seriously.





Uniform

Please remember to ensure your children are in full school uniform and remind them that they **must not** wear outdoor coats or jackets in the classroom. Blazers must **always** be worn including on the way to and from school. As usual, we insist on the wearing of black school shoes. We will uphold our uniform rules and kindly ask you to support us with this as well. Please remember to see your child’s link book or the website for full details on the school uniform and prohibited items. Please use this time and the upcoming half term to refresh any items of your child’s school uniform before they return on Monday 6th June.

Uniform donations and provision

We understand that there may be some families experiencing financial hardship. As always, we would like to support our Rooks Heath families to recycle uniform where possible and to exchange blazers for larger sizes where required. We have a few pre-owned blazers and other items of uniform in good condition. If your child’s blazer has become too small and is still in a good condition, we would be very pleased to arrange an exchange. We are also happy to accept other uniform donations from all year groups including at the end of the exams from Year 11 students. Please ensure items are cleaned before donating. If you have uniform to donate, please deliver it to the school reception.

We would also be happy to support by providing a blazer (blue or black) or other items of school clothing where we have stock. We cannot accept any money for any items we give you, however if you would like to give something in return, we would encourage you to support any of the fundraising initiatives we promote. If you are interested in sourcing second-hand uniform from the school, please email the school or ask at Reception and someone will contact you to make the necessary arrangements.

As always, these reminders will be for the few. The majority of our school community work together for the sake of our children. We look forward to your support in ensuring all students are treated fairly and consistently and trust the guidance above makes things clear for everyone.

Key Dates:

Please find below a summary of some key dates until the end of term. I look forward to seeing you at the Strive to be your best’ evenings or at other parent-contact events in the future.

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| Tuesday 23 rd May | Year 7 and 8 Strive to Be Your Best Evening (5pm and 6pm) |
| Thursday 25 th May | Year 9 Strive to Be Your Best Evening, 5pm. |
| Monday 29 th May - Friday 5 th June | School closed for half term. |
| Monday 12 th June - Friday 16 th June | End of year exams for Years 7, 8 and 9. |
| Monday 26 th June – Friday 5 th July | End of year exams for Year 10. |
| Monday 26 th June | School finishes at 2:10pm. |
| Wednesday 5 th July | PTFA (<i>Please email Ms Grover if you would like to participate</i>). |





Thursday 13th July will be our Staff Professional Development Day. The school will be closed to students. Please note that school will finish early for all students at 2:10pm on Monday 26th June to enable staff to conduct activities with the incoming Year 7 students. Our final day of the summer term will be Friday 21st July 2023 for everyone.

Advanced notice – change to the school day from September 2023

In response to the government's white paper requiring schools to operate for 32.5 hours a week, there will be a slight change to the school day. School will continue to open at 8:30am with students expected to be on site no later than 8:40am. However, registration will start at 8:45am and the school day will end at 3:15pm for all students.

I hope these dates will assist with any planning and look forward to seeing you at our future parent-contact events in school.

Yours sincerely

Mrs Miriam Manderson
Headteacher

