

August 2019

### **New Headteacher's letter to parents / carers**

Dear Parents/Carers,

I am delighted to introduce myself to you as the new Headteacher of Rooks Heath College. It is a privilege to have been appointed by the school Governors and entrusted with taking over the job of leading such a fantastic school which has been well led by Dr John Reavley for the last nineteen years. I feel honoured to bring the experience I have gained of 25 years in education to Rooks Heath College. Over the 25 years, I have worked as a teacher and senior leader in successful London schools with similar intakes to Rooks Heath and I have been a key contributor to several successful Ofsted inspections.

A few of you may know me as a parent of children who attend a local school and as a member of the local community. I thoroughly enjoy working in education and I have a firm belief in all our young people. From my visits to the school and encounters with staff, some parents and students to date, it is clear that there is a real sense of community at Rooks Heath, a special identity and a culture of aspiration. As a teacher, leader and parent, I believe all children should have access to excellent education so I am determined that the school builds on its legacy and continues to flourish and hold a position at the heart of our community. Whilst I have many ideas for how we can ensure our school further improves, I will work with an experienced team of staff and governors to make sure we employ initiatives and strategies which we can be certain will make the school go from strength to strength.

I am looking forward to working with the whole community as we strive for even greater success for all our young people. By working together, we can ensure that your children exhibit the 4Rs and are 'ready', 'respectful', 'responsible' and 'resilient' so that they enjoy their time at school, make excellent progress and leave us with the necessary skills and attitudes to lead successful and fulfilling lives. Your support with any changes will be greatly appreciated and will help continue to have a positive and successful year.

The first step in any school improvement is the raising of expectations. It is important that we are ambitious and I know that your children will always respond positively to a challenge. I hope you will join me in challenging your children to take up every opportunity through learning that they are exposed to. I would like to take this opportunity to reinforce some of the good practice that is expected to continue from their first day in September.

#### **Start of term and the school day**

All students must arrive on site by 8:40 am so they are settled in their form classes for an 8:45am start. I and other members of the Senior Leadership Team will greet students at the entrance every morning.



This initial first contact is a very important part of showing that we care for and welcome all students to the school.

### **Uniform**

We are a uniformed school and we want to continue to see our students wearing their uniform with pride. The Rooks Heath uniform is easily identifiable and wearing it demonstrates that we are a community that values good appearance, respect for ourselves and our identity. We have high expectations of our students and therefore any student wearing incorrect uniform items will be challenged at school. We may need to phone you to ask you to bring in correct uniform for your child to wear. We know that parents value schools that place an emphasis on order and remain true to their values so we know that you will support us in upholding our uniform procedures as you have agreed to in the 'home-school agreement'. Students who refuse to wear or adjust their uniform to our regulations will face a sanction as per our Behaviour for Learning Policy. In only the most exceptional circumstances will we accept a reason from parents or carers who must call the school.

### **Equipment**

'Education is your passport to the future for tomorrow, for tomorrow belongs to the people who prepare for it today'. All students are expected to come to school ready to learn every day. This means they must arrive with the equipment they need to be successful learners. This includes a full set of stationery, PE kit, a reading book, their school link book and an appropriate school bag large enough to carry everything they need.

### **Travel to and from school**

Your children are our school. Our reputation is built upon the attitudes, behaviours and appearance of all the students as they travel to and from school. Please remind your children to exhibit their best social behaviours as they travel to and from school. If your child uses public transport, please also remind them to be safe whilst travelling. It is important that all our students leave home early enough to arrive on time and go directly home immediately at the end of the school day.

### **Mobile phones**

We recognise that mobile phones and other portable devices are important to our students for contacting parents and carers and as a safety precaution that can be used to and from school. We also recognise that mobile phones can be appropriately used as learning tools. We will not ban mobile devices from the school premises, however, recent research suggests that the use of mobile phones can have a detrimental effect on student outcomes. Mobile phones affect behaviour; they can be a major distraction and can be used to bully and harm others. We do not allow the use of personal mobile phones, headphones or personal digital devices on the premises at any time during the school day. These items will be confiscated if seen. The only exception to this will be if a teacher specifically asks for students to use their mobile phone in a lesson for the purposes of learning. If you need to contact your child urgently please phone the school Reception and the message will be passed on to



**ROOKS HEATH**  
COLLEGE  
*opportunity through learning*

Eastcote Lane, Harrow, Middlesex HA2 9AH  
Tel: 020 8422 4675  
Email: [contactus@rooksheath.harrow.sch.uk](mailto:contactus@rooksheath.harrow.sch.uk)

**Headteacher:** Mrs. M. Manderson  
B.A.(Hons), PGCE, NPQH  
**CEO:** Dr. John Reavley, B.A. M.A. Ed.D.

[www.rooksheath.harrow.sch.uk](http://www.rooksheath.harrow.sch.uk)

your child. Please note that any mobile phone or digital device brought into school remains the responsibility of the student.

For parents of our year 7 cohort, we recommend the purchase of a simple mobile phone and not a smart phone.

### **Parent Surgery**

Rooks Heath already has in place systems for communicating with parents and carers and in addition, I would like to invite parents to speak with me in person by introducing a half-termly Parent Surgery during the Autumn term. You will have up to 15 minutes to discuss any concerns or issues that you would like me to address. These will be held between 4:00 - 5:30pm for up to 6 families on the following dates; Friday 6th September, Friday 4th October, Friday 1st November and Friday 6th December. Please call the school and speak to my PA Vicky Cook if you would like to attend so we can allocate you a slot between these times.

### **Communication**

To keep you informed about school events and notices, our main format of communication will be electronic. Letters will be posted in the [Current Information](#) section of our website We will also continue to post letters and reports on MCAS and send letters via email. Please ensure we have your current working email address.

This is an exciting time for Rooks Heath College. Thank you very much for taking the time to read this letter and thank you in advance for your support. I am determined to do the very best for the students at the school and the students will be at the heart of all the decisions that are taken. I am excited and enthused to take up my new post in September. I hope you have had an enjoyable summer and I look forward to meeting you in the coming months.

Yours sincerely

Mrs Miriam Manderson  
**Headteacher**