



Friday 13th February 2026

Dear Parents/Carers,

RE: End of February Half Term: Expectations Reminders and Arrangements

As we reach the end of the half term, I would like to thank you for your continued support in working with us to maintain the high standards and values that define our school community. We ended the term with a splendid drama performance from students in various year groups which was also viewed by two of our main feeder primary schools, many of who will share children with parents in our secondary community. The partnership between home and school remains essential in ensuring that every student is able to learn, grow, and thrive. The letter is long but hopefully very informative and useful.

Late Start for Students – Monday 23rd February

Please note that on **Monday 23rd February**, students will have a **late start at 11:15am**. Students will be registered in the morning, receive lunch as usual, and finish the day at the normal time.

This delayed start is to allow staff protected time for additional professional development. As you are aware, the needs of young people are becoming increasingly complex - academically, socially, and emotionally. In response, we are strengthening our systems for teaching, learning and pastoral care. Additional training time enables staff to better meet these needs, in line with DfE expectations for school improvement and continuous professional development. The total number of statutory school days for students is not affected. We appreciate your support in helping us ensure that this time is used effectively to enhance the quality of education and care we provide.

Keeping school safe

Following my previous letter, I would like to continue to reassure you that the safety and wellbeing of our students and staff remain our highest priority. As part of our established procedures, the school operates a robust Searching, Confiscation and Screening Policy, which gives designated members of staff the authority to carry out searches where there are reasonable grounds for concern. While we are proud of the calm and purposeful environment we maintain each day, we will be increasing spot checks, particularly where students come to the attention of staff with specific concerns. These checks will be carried out professionally, respectfully and in line with statutory guidance. This proactive approach is intended both to safeguard everyone in our community and to reinforce the clear expectations that help keep our school a safe place to learn and work. We appreciate your continued support in upholding these standards and in working together to ensure that our school remains a secure and positive environment for all.

Standards and Expectations: A Reminder

While the vast majority of our students conduct themselves impeccably, I must use this opportunity to remind all families of the school's expectations under our **'Be Ready, Be Respectful'** and **'Be on Time'** mantra. This will ensure our school remains a positive, safe and productive environment for everyone.





Be Ready – Equipment, Uniform, Homework and Independent Study

Equipment

Students must arrive fully equipped every day. This includes:

- A full set of stationery
- A reading book
- Their Link Book
- Rooks Heath PE kit
- A school bag large enough to carry all necessary items

Uniform

Students must wear full and correct school uniform at all times, including during travel to and from school.

Please ensure your child follows our uniform policy:

- Black school shoes only (no trainers)
- Blazers worn at all times
- Coats removed in classrooms

The following items are **not allowed** under any circumstances: hoodies, make-up, false eyelashes, false nails, nail varnish, jewellery, body piercings, or unnatural hair colours. These expectations are **not negotiable**.

After the half term break, we kindly ask that every child returns on **Monday 23rd February** in full correct school uniform. Students who do not meet uniform expectations will either be sent home to change or sanctioned in line with our policy.

Mobile Phone Agreements

Please note that should any arrangements change regarding your child's mobile phone, we would like parents to communicate this with their child's form tutor in the first instance. If any agreement needs to be signed again – this can be arranged.

Homework and Independent Study

Homework is an essential component of learning. Students are expected to complete all tasks set and take personal responsibility for their independent study. Our library is open each day until 4pm and has access to IT facilities.

Be on Time – Travel to and from School

All students in Years 7–11 must be in school and in their form class by **8:40am**, ready to be registered at **8:45am**. The journey to and from school is an important reflection of our community. Our students represent us, and their behaviour influences the school's reputation and the respect it earns. Please remind your child to behave safely, respectfully and appropriately on their way to and from school.

At the end of the school day, students must **go straight home**. They should not be loitering or stopping at the shops. Please note that staff are on duty for 15 minutes after school. After the 15 minutes of staff duty, students are no longer the school's responsibility.





Be Respectful – Behaviour for Learning

Headteacher: Mrs. M. Manderson B.A.(Hons),
PGCE, NPQH

Behaviour in Corridors and Around the School

Students must:

- Walk on the left in corridors and on stairs
- Move calmly and safely at all times
- Place litter in bins
- Eat and drink only in designated spaces
- Avoid chewing gum anywhere on school premises

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Behaviour Outside of School

Misbehaviour outside school that brings the school into disrepute carries a high sanction. Students must act responsibly and with maturity at all times when in the community.

Communication with Families

To ensure you remain informed, the school primarily uses electronic communication. Letters and notices are available through:

- The school website (Letters Home)
- MCAS Parent App
- Email
- Social media platforms (LinkedIn, Instagram, Facebook, Twitter, Threads, X, BlueSky and YouTube).

Please ensure we have your most up-to-date contact details including telephone numbers and email address. All parents and carers must have access to **My Child At School** (MCAS) app or in the browser to receive essential information.

A Final Word

Please take the time to speak with your child about the contents of this letter. Students who do not meet expectations will be addressed in line with our Behaviour for Learning policy. The Home-School Agreement is available on our website should you wish to revisit it.

As always, this letter serves as a reminder for the few - our community is made strong by the many who consistently meet expectations and work with us in partnership. Thank you for your ongoing support, for reading all the way through this letter and for taking the time to read all our communications. I hope you will also enjoy our Spring Newsletter when it is released. We look forward to continuing our work together to ensure that all students are treated fairly and consistently, and that they can learn in an environment that supports their success.

Yours sincerely

Mrs M Manderson
Headteacher

