



SIR THOMAS BOTELER

CHURCH OF ENGLAND HIGH SCHOOL

THROUGH GOD, WE CARE

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Dear Parents and Carers

I hope you and your family are all safe and well.

I am writing to you to ask for your continued support in our drive to achieve the highest possible standards here at Sir Thomas Boteler Church of England High School and provide information and guidance on areas that have been under review. You will be familiar with much of the content within this letter, with it being found in the School Handbook and within our school Behaviour Policy.

Sir Thomas Boteler Church of England High School aims to be a school where:

- all students are READY, RESPECTFUL and SAFE
- effective teaching and learning takes place
- relationships between staff and students are based on courtesy and respect
- high standards of behaviour, order, discipline and positive attitudes to learning are maintained
- there is spiritual, moral, social and cultural development to ensure that they are prepared to be reflective about, and responsible for, their actions as good citizens
- each student receives fair and compassionate treatment in keeping with our school motto, 'Through God, we care'.

If our school is to achieve the above aims, students, parents and carers, Governors and staff must work in partnership. We must all be committed to developing a positive climate for learning through the promotion of 'High Expectations, High Aspirations and High Standards'. In our school behaviour policy we state:

- students are expected to take responsibility for their own behaviour and will be made fully aware of the school policy, procedure and high expectations to enable them to do so. Students will also be encouraged to take responsibility for their social and learning environments to make them both safe and enjoyable by reporting all undesirable behaviour

Having reviewed our current systems and reflected upon the current student performance, we feel there are areas where further gains can be made and where immediate improvements are required. They include:

Compliance with basic school expectations regarding uniform and appearance

Our uniform creates our school identity and establishes a sense of pride amongst the students. It is expected that all students will come to school every day in full, neat, clean uniform, giving the message that our



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students take pride in belonging to our school. Correct uniform sends a strong message about our high standards and self-worth. Admission to our school implies acceptance of the uniform code, however, a minority of students require immediate improvements in this area. The Head of Year will be in contact if we are unable to resolve the issues, where we are always willing to support families if needed. The rules regarding personal appearance and jewellery, found in the School Handbook, have not changed and you are encouraged to ask if you are still unsure.

Every morning, staff meet and greet students at the door, carrying out standards checks and welcoming them into school. This does provide the opportunity to remove any barriers to learning at the door, ensuring staff can go about their core business of educating children.

Equipment

Standard checks reveal the vast majority of students are fully prepared for learning. Evidence reveals those students who approach their studies with this frame of mind make greater gains. Students need to bring the following equipment every day: pen, pencil, ruler, eraser, pencil sharpener (these all need to be in a pencil case), planner, scientific calculator and a suitable school bag. All students must have a reading book and their knowledge organiser with them.

Mobile phones

There has been no change to our mobile phone policy and this is being reinforced with the students daily. Please remind your child that mobile phones and headphones are not allowed to be used or seen in the school building or on site. Upon entry to the school building, mobile phones and headphones need to be switched off and put in a school bag. Students who break this rule will have their mobile phones confiscated and placed in Reception for safekeeping until the end of the school day. Should you need to pass on a message to your child, please contact school.

Disruption to teaching and learning/C3 room

We expect the best possible learning environment in every classroom in order for our teachers to deliver the highest quality lessons for your child, therefore improving student outcomes and their life chances. The systems we have in place addresses any behaviour which compromises our high standards, with any form of disruption being challenged. When a student makes poor choices, they will be given the opportunity to change their behaviour and remain in the classroom; if they choose not to, they will receive a C3 and will be removed from the classroom to our C3 room.



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The C3 room is our consequence room, where students will work for the remainder of the lesson they have disrupted. Providing the student responds well, they will then return to the next lesson. This demonstrates we will not allow individuals to disrupt learning for your child without consequence. When a student receives a C3 (consequence) in the classroom, arrangements will be made for the student to complete a 30-minute detention with their teacher on the same night. Adopting this system allows for restorative work to be carried out and provides an opportunity for students to catch up on the work they have missed.

For ongoing disruption or more serious breaches of the school behaviour policy, the C3 room is also the base where students will carry out isolation periods. The following will take place in the C3 room:

- students receiving a C3 for one lesson will hand their phone to the member of staff supervising and it will be returned at the end of that lesson
- students isolated in the C3 room for the duration of the day, will hand their phone in at Reception at the start of the school day
- students will have access to live streamed lessons
- students will work in silence and respond to staff at their first request
- students isolated in the C3 room for the duration of the day will also be supervised in there during break and lunch time.

Detentions

Detentions will be carried out on the same day, with parents/carers informed of after-school detentions via our text message system. Staff may also send a detention letter, an email or make a telephone call. All members of staff, including support staff, can impose detentions. Detentions regarding punctuality, standards and poor behaviour outside of lessons, can also take place at lunchtime. We ask for your support with this to ensure matters are resolved on the same day and students being given a fresh start the next day. Students who do not respond positively to this system or to any member of school staff are then at risk of an escalated sanction.

Punctuality concerns

It is important that students arrive promptly each day to ensure they are not missing vital learning and falling behind their peers. Intervention and sanctions will be put in place for those students who are persistently late to school without genuine reasons. Sanctions for more serious punctuality concerns, include a 30-minute lunchtime detention. We ask for parents and carers' support to ensure that this is not a regular occurrence and to inform us of any exceptional circumstances. A reminder that Year 11 should arrive at 8.10am Monday



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to Thursday and 8.50am on a Friday. Year 7 to 10 should arrive 8.25am Monday to Thursday and 8.50am on a Friday.

Social behaviour and representing the school when in the school community

We take great pride in developing well-rounded young people, with relationships built on respect for all. We ask that students demonstrate the same high standards that we expect in the classroom, during their social time, changeover time and also when representing the school. Further examples of where a school can legally impose a punishment includes:

- Travelling to and from school
- Wearing our school uniform
- In some way other way identifiable as a student at the school.

Praise and rewards

A school ethos of encouragement is central to the promotion of desirable behaviour. Rewards are an integral means of achieving this, and I am pleased to report that there have been many outstanding achievements this academic year and the vast majority of students are wonderful ambassadors for our school. Students value praise and positive reinforcement which will enhance their self-esteem, confidence and motivation. We ask that you continue to celebrate the success of your child, talk about school and continue to encourage your child to be the best version of themselves. Please continue to check our social media pages for regular updates regarding positive student performance.

I hope you recognise the steps we take are to create the best possible educational experience for your child and we appreciate your full support. Thank you for taking the time to read this communication and speaking to your child; we very much appreciate the positive relationships we have with our parents and carers.

Please be reminded that if there is anything you feel we can help with or if you are unsure of anything, please do contact us here at school.

Yours faithfully

Mr J Leonard
Assistant Headteacher



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