



Wednesday, 22nd October 2025

Dear Parent/Carer,

SUBJECT: Celebrating Success and Reinforcing Behaviour for Learning

I hope this letter finds you well. As we look back on the start of this academic year, I want to express my sincere thanks for your continued support. We have had an extremely positive start, which is a testament to the hard work of our pupils and the strong partnership we share with you at home.

I am delighted to share that our pupils have collectively earned almost **10,000 positive achievement stamps** across the school in just five and a half weeks! This demonstrates a fantastic level of engagement and commitment to learning.

Our goal is to ensure that all pupils are supported to be the **BEST** version of themselves and make good progress. This requires us to work together to build positive relationships and maintain a calm, focused learning environment for everyone. To be the best version of themselves, all pupils must be on time for their learning and engage respectfully with others. To support pupils, we have and will continue to adopt a clear **escalation process** within the classroom to support staff to manage low-level disruption and non-compliance:

RS1: Verbal Warning A clear verbal warning is given to the pupil, making them aware of their behaviour and clearly outlining the consequences if they continue.

RS2: Seat Move A clear second warning is given. The pupil will be moved within the classroom to help facilitate a quick change in conduct.

RS2: Formal Warning A clear third warning is given. This is for continued issues or an additional misdemeanour.

RS2: Buddy Room The pupil will be moved to the appropriate, pre-identified '**Buddy Room**' (an alternative classroom) for the remainder of that lesson. This will be recorded formally by the teacher. The pupil will also receive an after-school detention. Refusal to comply will escalate to a period of time in our Reflection Room.

Despite lots of positives over the first few weeks, a few pupils are occasionally not meeting a couple of key expectations, letting themselves and others down. To ensure consistency and avoid disruption to learning, we are reinforcing our expectations in two key areas, effective from **Monday, 3rd of November**:





1. Punctuality to Lessons

Arriving late to a lesson without good reason disturbs the learning for the entire class and means the latecomer misses the opening knowledge retrieval exercise. Everyone needs to take **responsibility** for getting to their lessons on time. Pupils are given a reasonable amount of time (we allow a maximum of **5 minutes**) to move between classes.

2. Defiance

Refusal to follow reasonable instructions goes against our school's value of **respect** and causes confrontation and disruption for both staff and pupils.

Moving forward, the following will result in removal from normal lessons to our **Reflection Room** for a period of time, in order to ensure that everyone is on time for lessons and following expectations:

- **Internal Truancy:** Failure to arrive at the next lesson within the 5-minute movement time without a good reason will be treated as internal truancy. If a pupil has a genuine reason for being delayed, they should ensure they have a note in their planner from a member of staff to explain.
- **Failure to Attend Tutor Time:** Arriving at school and not going to tutor time will also be regarded as internal truancy.
- **Defiance:** We expect pupils to follow reasonable instructions around our school. If they do not follow reasonable instructions, this will be classed as defiance.

3. Punctuality to School

We expect pupils to arrive at school on time and **be in their tutor rooms by 8:30 am at the latest**. Arriving late causes disruption to others, and important learning/messages in tutor time are missed.

- Unless there is a good reason (e.g., medical appointment with evidence), anyone who is late to school **more than once a week will continue to receive an after-school detention**.

We rely on your support as parents/carers with these essential expectations. Please take a moment to discuss these points with your child, particularly the importance of punctuality and respectful compliance, as these are life skills essential for their future success and healthy relationships.

If you have any questions regarding these changes, please do get in touch. Thank you once again for your vital support in helping us maintain a safe and orderly environment in which behaviour for learning is prioritised.

Yours faithfully,

JAYates

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