

## **Re: Principal's letter no.1**

**Year 7**

20<sup>th</sup> October 2017

Dear Parents and carers

I have been extremely impressed with the students and the way that they have adapted to the new academic year and the demands that it has brought. My aim is to ensure that every student feels safe and that their learning goes uninterrupted. In total, senior and middle leaders have observed nearly 100 lessons so far this term. Much of what we have seen has been very pleasing with high levels of student engagement. We will continue to watch each other teach so that we can all continue to develop the quality of teaching across the academy and thereby ensure that every student gets their entitlement of 6 good or better lessons every day. Your child's education matters too much to aim for anything less and although we are at the beginning of our journey, I am very optimistic about the future and the kind of school we can build here.

I have learnt that the students at Evelyn Grace are always keen to talk to adults and many of them were only too happy to talk about their school when they volunteered during our open evening on Thursday 28<sup>th</sup> November. This was a very successful event and the students sold the academy very well to our prospective year 6 parents. It was a wonderful occasion where I saw students recite poetry, shoot hoops, play chess and perform rather exciting looking experiments.

### **Homework timetables**

We have given every student in years 7 – 11 their own homework timetable and this should now be glued into their planner. I have enclosed a copy of this so that you can compare what your child is writing in their planner with what should have been set. Of course, Years 12 & 13 do not need a HW timetable because independent work is set every single lesson. Indeed, we would expect for every 55 minute lesson, each student spends the same amount of time studying out of lessons.

### **Enrichment**

Enrichment has now begun and there is a good variety of activities to choose from. The timetable is advertised on our website under the 'Life at School' heading as well as on the television screens that are mounted around the academy. Please encourage your child to participate and explore their talents.

## Parents' evenings

Thank you to those of you who supported all the parents' evenings I ran earlier on this half term. I was very warmly welcomed and I was happy to share how excited and privileged I am in becoming Principal at Evelyn grace. Every year group will have at least one further parents' evening over the course of the year. These will give you an opportunity to meet with every teacher that your child has and gain a clear understanding of the progress they are making and what they need to do to advance further. In addition, Year 13, 11 and 9 will have a further parents' evenings to share information with you all on the UCAS, GCSE and Options processes. Attendance at all of these events will be essential as they will help you support your child in making the right choices about their futures and prepare correctly for their forthcoming exams. The dates for all the parents' evenings are as follows:

## Parents' evening dates

Year Group	Date
Year 7	Thursday 19 <sup>th</sup> April 2018
Year 8	Thursday 24 <sup>th</sup> May 2018
Year 9	Thursday 11 <sup>th</sup> January 2018
Year 9: GCSE Options Evening	Thursday 8 <sup>th</sup> February 2018
Year 10	Thursday 18 <sup>th</sup> January 2018
Year 11:	Thursday 4 <sup>th</sup> January 2018
Year 12 & 13	Thursday 1 <sup>st</sup> February 2018
Year 13: UCAS Information Evening	Thursday 16 <sup>th</sup> November 2017
Year 11: GCSE Preparation Evening	Thursday 22 <sup>nd</sup> March 2018

At the end of the Autumn Term, every year group will sit an exam in each of their subjects. For Year 13 and 11, these will be their first mock exams and will be run just like the actual GCSE and A Level exams in the Summer. Students in years 7 – 10 will complete their assessments during their lessons. Therefore, all students should be using half term to go over what they have been learning in preparation for these assessments.

The dates of the exams are as follows:

Year Group	Assessment Period	
Years 7-10	Monday 20 November 2017	Friday 24 November 2017

## Home work Timetable

### **Class 7.1**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Maths	English	Drama	Art	Citizenship
RM/Food	Computing	Geography	History	Mandarin
RE	Science	Music	Maths	English

### **Class 7.2**

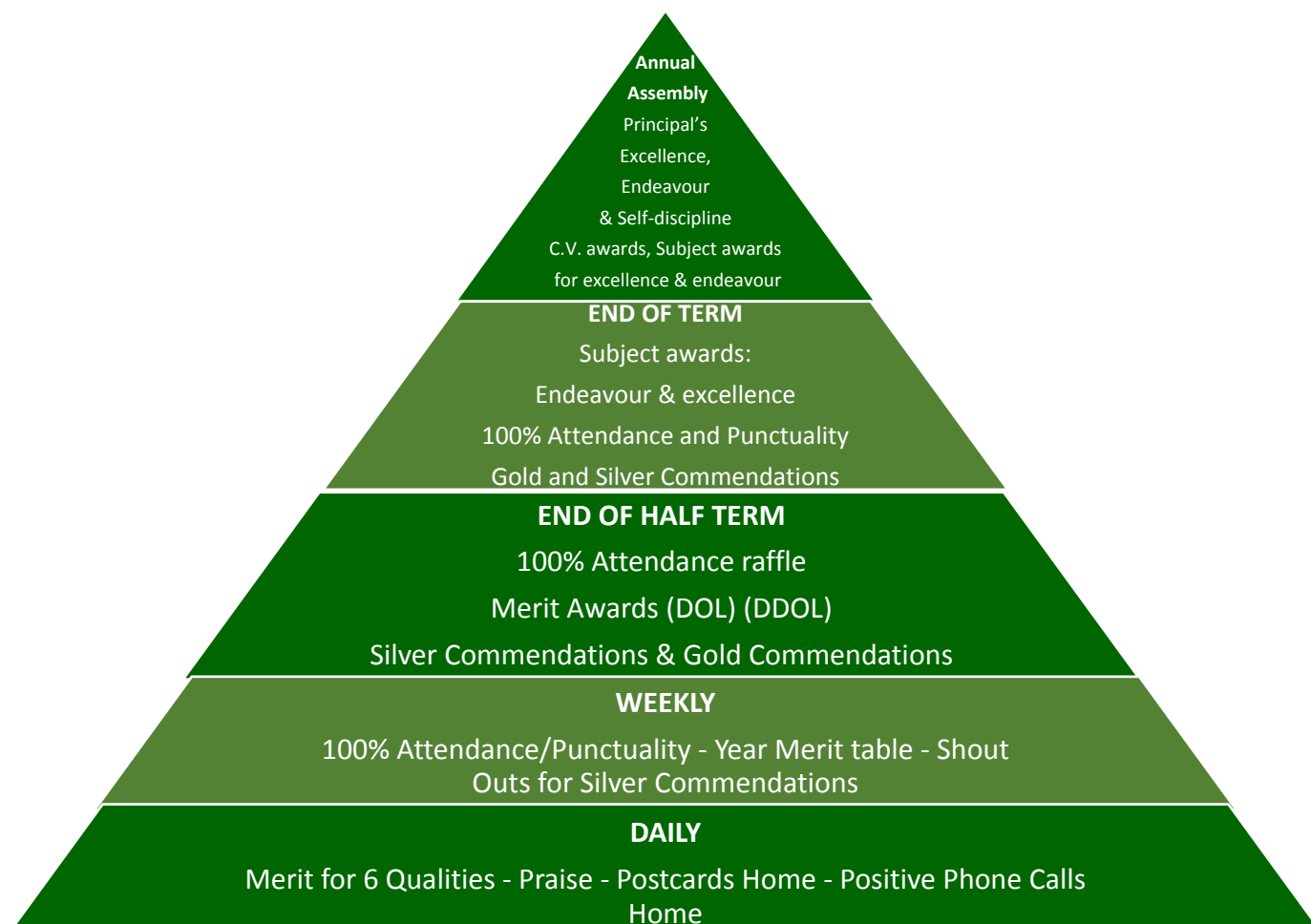
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Maths	English	Citizenship	Science	Music
RM/Food	Drama	Computing	Geography	Mandarin

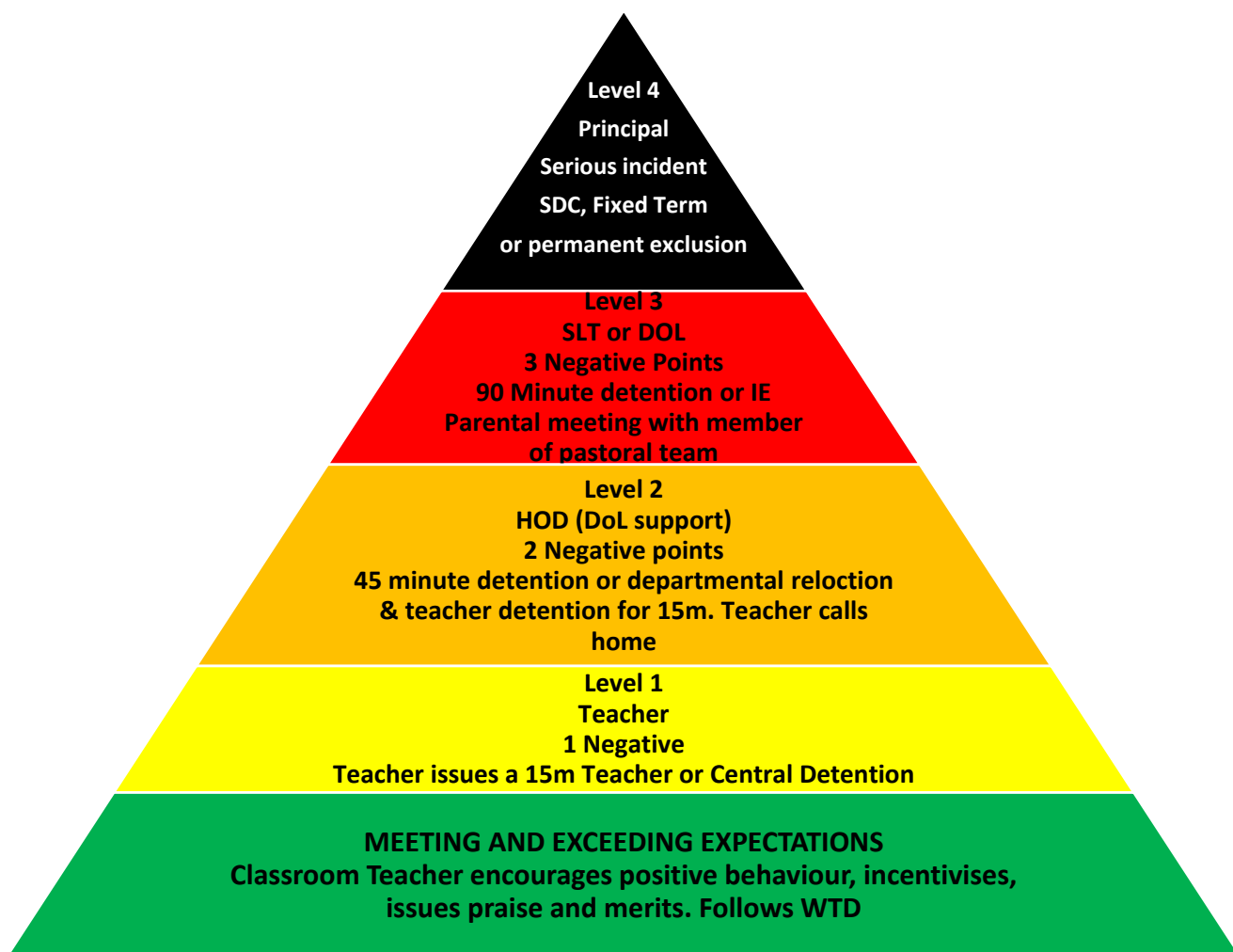
Art	History	Maths	RE	English
<b>Class 7.3</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Maths	English	Spanish	Science	Citizenship
Music	History	Computing	RM/Food	Drama
RE	Geography	Art	Maths	English
<b>Class 7.4</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Maths	English	Spanish	RM/Food	Science

### **Behaviour expectations**

I wrote to all of you at the end of the Summer Term to update you on some revision to the behaviour policy. As you are aware, we introduced a same day detention system so that consequences for poor choices were swift, but inevitable, so that any student who makes a poor choice in a single day could return to the school next day with a fresh start, having served their punishment. The vast majority of students have 'kept in the green' of our behaviour pyramid as they consistently meet or exceed our expectations in the classroom. Continue to support us by speaking to your child where they are being sanctioned for the poor choice they are making. If you should wish to speak to anyone please do not hesitate to contact your child's form tutor, Director of Learning or subject teacher.

### **Behaviour pyramids: rewards and sanctions**





### Sanction Procedure

<b>1 Negative Point</b>		
No Planner	15m Tutor detention	Tutor
Unsigned or unprofessional planner.	15m Tutor detention	Tutor
Inadequate H/W	15m Teacher detention	Teacher
Late to lessons	15m Central detention	Teacher
Inappropriate behaviour in lessons	15m Teacher detention	Teacher
No Equipment or PE Kit	15m Teacher detention	Tutor/Teacher/PE staff
<b>2 Negative Points</b>		
Continued disruption of learning	Departmental Relocation + Teacher detention (15m) and HOD referral.	Teacher
Outright rudeness and defiance	Departmental Relocation + 45m detention. Teacher and HOD meeting.	Staff
Missing a 15 minute detention	45m School detention	DoL
Poor canteen behaviour Eating food outside the dining hall chewing / dropping litter/leaving trays and food in canteen	45m School detention	Duty member of Staff
Late to school	45m School detention	Tutor
Mobile phone/electronic item found, seen or heard	Confiscation & 45-minute detention	DoL/SLT/ Teacher/
<b>3 Negative Points</b>		

Truancy from a single lesson	90m central detention	DoL/SLT
Missing a 45m detention	90m School Detention	DoL
Refusal to hand in phone	SLT Relocation to IE + 90m. The phone must be handed in.	SLT/On Call
Graffiti/Vandalism of school property	SLT Relocation to IE + 90m (Pending investigation)	On Call/DOL
Stealing from school community	SLT Relocation to IE + 90m (Pending investigation)	SLT/DOL
Refusing to leave the classroom or relocation	SLT Relocation to IE + 90m	On Call/DoL
Threatening behaviour	SLT Relocation to IE + 90m (pending investigation)	On Call/DoL
Defiance by absolute refusal to follow clear and reasonable instructions	SLT Relocation to IE (Pending investigation)	SLT

## **Serious Incidents**

<b>Serious Incidents</b>	
<ol style="list-style-type: none"> <li>1. Missing 90m detention (2)</li> <li>2. Persistent and continued disruption (1-5)</li> <li>3. Defiance (1-5)</li> <li>4. Serious and continued bullying (1-5)</li> <li>5. More serious threatening behaviour (1-5)</li> <li>6. Fighting (1-5)</li> <li>7. Bringing the Academy into disrepute (1-5)</li> <li>8. Use of social media to intimidate, abuse, threaten or bully another member of the EGA community (1-5)</li> <li>9. Violence or assault (2-5)</li> <li>10. Bringing outsiders to the academy who threaten or intimidate members of our community. (2-5)</li> <li>11. Sexually inappropriate behaviour (2-5)</li> <li>12. Intimidation on race/religion/sexual orientation. (2-5)</li> <li>13. Theft (4-5)</li> <li>14. Having drugs or alcohol in your possession (3-5)</li> <li>15. Bringing Weapons to the academy (5)</li> </ol>	<p>After informing the Vice Principal responses to these incidents should be discussed with the Principal. Incidents of this nature should always be investigated and student accounts/evidence should be documented and a summary report made with a recommendation of the appropriate sanction. They will be one of the following.</p> <ol style="list-style-type: none"> <li>1. 90 m detention</li> <li>2. Relocation to IE and 90m detention</li> <li>3. Day in SDC</li> <li>4. Fixed Term Exclusion</li> <li>5. Permanent Exclusion or managed move.</li> </ol>

## **Attendance & punctuality**

One area where a minority of students really have to work harder is to improve their punctuality and attendance. This is particularly true, although not exclusively, of some students in year 10 and 11. To support your child with their learning please ensure that your child does not stay off school unless they really are too unwell to come in. If they have a cold or simply feel a little under the weather, ensure that you send them in. Our target for the year is 95%, but currently, only two year groups are meeting this target. Well done to year 7 and 12! On a related point, too many students are continuing to be late to school. The late gate closes at 8.25 sharp and any student arriving after this time will be given a 45-minute detention for that day. Please ensure that your child is going to bed at a reasonable hour and is then getting up with enough time to leave home and get to school on time. We are on duty at the gate from 8.00 am and many students arrive long before that so that they may do some basketball training or independent study. Breakfast is also available in the library, so

there really is absolutely no excuse to be late to school. Parents of students who are persistently late and absent will be written to and invited into school to discuss the situation. Parents have a legal responsibility to ensure their child is in school and arriving on time. Failure to do this may result in our having to arrange home visits and initiate legal proceedings. Thank you to all parents who are working with us to support their child and ensure that they are not missing any learning. All students with 100% attendance and punctuality will be given a certificate in the rewards assemblies in the final week of this half term. Every half term, there will also be a prize draw for students with 100% attendance and punctuality, where two boys and two girls from each year group will be given a £10 voucher.

### **Sixth Form Open Evening**

We have had a record number of students join us in year 12 this year and we hope to build on this success next year. To give our students an idea of what sixth form life has to offer at Evelyn Grace we are holding an open evening for current year 11 students and their parents. This will give you an idea of the courses on offer and the kind of careers each course might prepare you for. **The evening will begin at 6.00 pm on Thursday 9<sup>th</sup> November.**

It has been a pleasure and a privilege to meet so many of you and I look forward to meeting more of you over the coming months and getting to know you and your child.

Yours sincerely,

Mr T Dainty  
Principal  
Ark Evelyn Grace Academy