

14th February 2020

Our Ref: DMC/CAS

Dear Parents and Carers,

Thank you for your support through what has been a very busy and productive half term at Holyrood. I have really appreciated all your backing, positive messages and honesty when you have informed me of things that Holyrood needs to do differently and better. I remain convinced that this is a great school. However, there is definitely room for improvement and so the purpose of my letter is to request your support in ensuring that your child sticks to the guidelines below. I also wish to inform you that there will be some changes after half term, which have already been discussed with students in assemblies.

The students and staff are going to work together to improve the following things between now and the Easter holidays:

Being on time:

The students are aware that all gates into the Academy will be locked at 08:30. If they arrive at 08:31 or later, they will need to sign in at the nearest Reception (or via the Lower Site intercom system). Students who arrive late in the morning will then go into a detention that break time, unless there is a legitimate reason for their lateness. If something unavoidable happens on the way to school, a car breaks down or a bus is late, the students will not receive a detention. Please let Reception know by telephone (01460 260100) or by email (sch.517@educ.somerset.gov.uk) if your child is going to be late for a legitimate reason.

During the school day, students are aware that some of the bell times are going to change. The bells between tutor time and lesson 1 (new = 09:00), lesson 1 and 2 (new = 10:05), lesson 3 and 4 (new = 12:30) are changing. These will now mark the start of the next lesson and when students hear these bells, they should be in their lesson and making a start. If students arrive late to lessons during the school day, they will be expected by their teachers to make up this missed learning time at break, lunch or after school (for no more than 5 minutes, to allow buses to be caught).

The purpose of these changes is to cut down on any missed learning time and ensure that all students are able to get the most out of every lesson. As I keep telling the students, missed learning time is missed marks on exams which limits opportunities beyond school. Punctuality is an important skill to be able to show an employer and it also shows respect for the lesson, the other students in the room and the teacher.

Attending all lessons:

Very occasionally, students make a bad choice and choose not to attend a lesson. In order to keep young people safe and again to limit lost learning time, it is essential that no lessons are missed voluntarily. If a student does not attend a lesson, their teacher or the

Head of Department will inform you and they will be expected to make up the missed learning time at break or lunch time.

Moving around the site in an orderly way:

In order to keep everyone safe and allow people to travel around our site in a purposeful and efficient way, we are introducing some simple guidelines to be observed by all students and staff. They are as follows:

- Walk on the left at all times
- Walk in no more than pairs
- Use stairways and doorways in single file

Responding to reasonable requests from members of staff:

The students and I have discussed at length the importance of working together with their teachers, not working against them. The vast majority of our students have extremely positive relationships with all their teachers but occasionally relationships become strained when students are asked to do things that they do not want to do. It is essential that all students respond positively and follow instructions when given a reasonable request from a member of staff. This helps everyone to work together to achieve the best outcomes for our students and I appreciate your support in making sure that your child always responds positively to staff, following instructions at the first time of asking.

Thank you once again for your support in ensuring that all students at Holyrood are approaching school in the right ways. We are currently reviewing our behaviour policy and we are looking for parents' opinions on the ways in which we currently manage behaviour and how this will look into the future. If you are interested in contributing to this discussion, please contact Mrs Davison at sdavison@educ.somerset.gov.uk

Yours sincerely



Mr D MacCormick
Headteacher
Holyrood Academy