

Friday 14th February 2020

Dear Parents/Carers,

My first six weeks as Head of Academy at Bournville have been a whirlwind. I have met many fabulous students and am delighted to have learned many of their names. A fresh pair of eyes means that often there are changes when a new Head teacher is in post. There will be some changes after half term which will be outlined in this letter and I will also take the opportunity to reiterate our expectations and standards.

Site

Bournville is a massive school site and learning time is lost travelling between buildings. To minimise this Bronte building will be closed to secondary students after half term and lessons will be re-timetabled into Elgar, Keynes and Morris. There will be some compromises for the next term whilst facilities are upgraded and two new science labs are created. The changes mean that learning time will be maximised for our secondary students and primary will be able to move more freely. Session one on Monday 24th February will be a tutor session where students will receive their new time tables. Funding has been secured for CCTV which will be installed throughout the school. This will be a massive benefit and support the smooth running of the changes to the use of the site.

Secondary students must only enter and leave the school site via Griffins Brook Lane. This is to give primary students sole access via Hay Green Lane.

Uniform

As a school with traditional values, we expect all students to dress smartly. The expectation is that all students are in full school uniform every day. The full uniform policy is on our website, but in particular we would like to draw your attention to the following:

- Hooded sweatshirts, jackets or any other 'informal' tops are not allowed and will be confiscated
- Bournville blazers to be worn at all times with a Bournville jumper if students are cold. With the move to Elgar students will not need this additional item of clothing to keep warm.
- Shoes must be black – no trainers, pumps or boots
- Jewellery – the only jewellery permitted is one small stud earring in each lobe and a wrist watch
- Makeup must be discreet. Students will be expected to remove makeup deemed to be excessive
- Haircuts must not be extreme and on the natural spectrum (this is at the headteacher's discretion)

- Acrylic Nails are a health and safety issue and should not be worn in school. Nail clippers will be supplied to bring nails back to a suitable length should this be an issue
- Caps are not allowed on site and will be confiscated;

Safeguarding/Mobile Phones

Mobile phones are not allowed in school. Students carrying a mobile phone must keep it switched off and securely stored in their bag or inside blazer pocket. Parents wishing to contact their child during the school day should do so via the school office. If seen, mobile phones will be confiscated.

Behaviour

At Bournville there is an expectation that students conduct themselves in a manner that ensures all students are safe, it is important that students respect each other's personal space. Fighting will not be tolerated, students who fight will be excluded.

Attendance

Please be reminded that the attendance target for all children is 97% which equates to no more than 5 days of absence throughout the whole academic year. Please avoid making medical or dental appointments during school time and be aware that we do not authorise holidays during term time, unless in exceptional circumstances.

Students should arrive at school by 8.35am.

Parents should be aware that we work closely with the local authority to prosecute parents who do not ensure their child has good attendance.

Excellent Learning Habits

We expect all students to be on time every day and for all lessons. We expect students to be fully prepared for, and focused on learning every day. This means:

- Energy drinks are considered 'banned items' and will be confiscated
- If students are late to school or unreasonably late to a lesson more than once in a week, they will serve a same-day, after school detention on a Friday.
- A suitable bag, pen, pencil, ruler and planner are expected. A rubber and colours would also be useful. **Equipment and diaries will be checked every day in form time.**
- We are a 'no touching school'. Pushing, shoving and boisterous behaviour will not be tolerated and will be sanctioned with a same-day after school detention. We want to ensure our students are safe and there is a calm, purposeful atmosphere so our students are ready for learning;
- Mobile phones should be 'not seen or heard' on site. **This is the same for headphones.** Students may not use their phones until they have left the school premises. Students should leave the school site by 3.10 unless they are involved in an after school activity as gates will lock at this time to ensure student safety. Any students left in school will be escorted out by staff.

Failure to attend any detention set will result in a serious sanction. We expect every child to attend to meet with staff, reflect and restore positive working relationships.

We thank you for your ongoing support to ensure continued excellent behaviour, attendance and uniform, and we look forward to seeing your child again after half term. We hope they have an enjoyable and restful break and return ready to work hard on Monday 24th February.

Yours faithfully

Miss M Green
Head of Academy