



# CANNOCK CHASE HIGH SCHOOL

A C H I E V E M E N T F O R A L L



# New Intake Induction Pack

## 2019-20

INTEGRITY

TEAMWORK

RESPONSIBILITY

EXCELLENCE

RESILIENCE



# CANNOCK CHASE HIGH SCHOOL

A C H I E V E M E N T F O R A L L

The first day of term for our new Year 7 students is **Wednesday 4 September 2019**, please report to Mrs Fisher in the Lower School Hall at **8.40am**.

## **School Terms & Holiday Dates 2019/2020**

### **AUTUMN TERM 2019**

Staff: Monday 2 September – Friday 25 October  
Students: Wednesday 4 September – Friday 25 October  
**Holiday: Monday 28 October – Friday 1 November**  
Staff & Students: Monday 4 November – Friday 20 December  
**Holiday: Monday 23 December – Friday 3 January**

### **SRING TERM 2020**

Staff & Students: Monday 6 January – Friday 14 February  
**Holiday: Monday 17 February – Friday 21 February**  
Staff & Students: Monday 24 February – Friday 3 April  
**Holiday: Monday 6 April – Friday 17 April**  
**Easter Sunday: Sunday 12 April**

### **SUMMER TERM 2020**

Staff & Students: Monday 20 April – Friday 22 May  
**Bank Holiday: Monday 4 May**  
**Holiday: Monday 25 May – Friday 29 May**  
Staff & Students: Monday 1 June – Monday 20 July  
**Holiday: Tuesday 21 July – Monday 31 August**

### **Staff Training Days (School closed to students):**

Monday 2 & Tuesday 3 September 2019

Friday 3 July 2020

2 More days to be allocated.



# CANNOCK CHASE HIGH SCHOOL

A C H I E V E M E N T F O R A L L

## Uniform & Equipment Policy

This Policy applies to Years 7 to 11.

Our uniform policy is in line with our commitment to the highest standards of student dress, as we prepare all of our students for the world of work and beyond.

Our policy is based on the notion that a school uniform:

- Promotes a sense of pride in the school;
- Enhances and strengthens a feeling of community and belonging;
- Is practical and smart;
- Identifies our students as part of our school;
- Is not distracting in class (as fashion clothes might be);
- Makes students feel equal to their peers in terms of appearance and financial circumstances.

Our intention is that our school uniform continues to be as reasonably priced as possible for parents avoiding expensive fashion items/trends.

We ask that all parents/guardians make reference to this policy before purchasing any items as inappropriate school uniform will need to then be replaced in September. If parents are in any doubt about what is/is not permitted, please check with the school beforehand. Displays of what is regarded as correct school uniform is available for parents to view in the lower school reception area.

The support of all parents in ensuring that our clear uniform policy is adhered to at all times is appreciated. We would ask that all uniform is clearly labelled in case any items are misplaced.

### School Uniform Years 7 to 11

#### Boys

**Blazer** Black with red trim and school badge.

**Trousers** Smart, tailored, black trousers, full length, straight legged. **(Leggings, lycra based or denim are not acceptable).** Tailored black shorts (**lycra based, denim and cargo shorts are not acceptable).**

**Shirt** White short or long sleeve, collars to be buttoned and shirts tucked in.

**Sweater** Sweaters are optional but, if worn, should be plain black V neck with no logo.

**Tie** Available from school and local retailer.

**Shoes** Black formal traditional footwear - leather **ONLY.**  
**(Trainers, canvas pumps/leisure shoes and any form of footwear with a sports or fashion label are not acceptable e.g. Converse/Vans/Nike/Adidas/Lacoste).**

**Socks** Plain dark grey or black.

**Coat** Denim or leather is not allowed. Hoodies and tracksuit tops are not allowed.

**Jewellery** Male students are allowed to wear one small stud in the **lower lobe** of each ear only. **No other form of jewellery** is allowed apart from a wrist watch. No other piercings are permitted. Retainers are not acceptable and should not be worn.

**Hair** Hairstyles should be neat and presentable and in keeping with the ethos of our community. (A minimum length of a grade 2 is expected, free from tramlines and other patterns). Hair colour should be of a natural colour only.

#### **Additional guidance regarding boys' uniform**

- Facial hair should be trimmed and smart.

#### **Girls**

**Blazer** Black with red trim and school badge.

**Skirt** Plain black worn no higher than knee level, with no splits. **(Lycra figure hugging skirts are not acceptable).**

**Trousers** Smart, tailored, black trousers, full length, straight legged. **(Leggings, lycra based or denim are not acceptable).**

**Shirt** White. Plain, short or long sleeve. Collars to be buttoned and shirts tucked in. **Fashion style blouses without a formal collar are not acceptable.**

**Sweater** Sweaters are optional but, if worn, should be plain black V neck with no logo.

**Tie** Available from school and local retailer.

**Shoes** Black formal traditional leather shoe **ONLY**. Maximum heel one inch. **(Trainers, canvas pumps, and any form of footwear with a sports or fashion label are not acceptable e.g. Converse/Vans/Nike). Plain black leather ankle boots can be worn with trousers (the trousers must be over the boot) but not with skirts.**

**Socks** Plain black or white. (Tights may be worn, however, these must be plain Black with no extreme patterns.)

**Coat** Denim or leather is not allowed. Hoodies and tracksuit tops are not allowed.

**Jewellery** Female students are allowed to wear one small stud in the **lower lobe** of each ear only. **No other form of jewellery** is allowed apart from a wrist watch. Rings and bracelets are not permitted. No other piercings are permitted. Retainers are not acceptable.

**Hair** Hairstyles should be neat and presentable and in keeping with the ethos of our community. Hair colour should be of a natural colour only. **Hair ties/bobbles for girls should be only black or red. Beaded hair is not acceptable.**

#### **Additional guidance regarding uniform**

- Hoodies, sports tops and caps are not allowed. These items will be confiscated by staff if worn in or around the building.
- Facial piercings of any sort, along with tongue piercings, are not allowed. Plasters will not be accepted as a way of covering a piercing.
- Tattoos are not acceptable.
- Students in Years 7-8 are not allowed to wear ANY make up. In KS4, students are allowed discreet mascara and natural coloured foundation. Eyebrows should be natural with no makeup products applied under any circumstances. If a student presents themselves as wearing excessive makeup, they will be asked to tone this down by the Director of Year.
- Fake nails are not to be worn for health and safety reasons. Students are permitted to wear nail varnish but this must be clear **ONLY**, students will be asked to remove inappropriate nail varnish.
- Fake eyelashes are not acceptable. No shaven eyebrows.
- All students must have a suitable school bag which will hold an A4 folder, books and equipment. Small handbags are not acceptable.
- Blazers must be worn at all times, both in lessons and in corridors. If a student wishes to remove their blazer during the lesson, they are to ask the teaching member of staff politely. The Headteacher will authorise 'no blazer days' in extremes of heat. Outdoor coats must be removed when entering classrooms and assemblies.
- The Headteacher has the final decision in matters relating to uniform and appearance.

- **If a student is not in correct full school uniform they will either be:**
  - Sent home to change if we are able to contact parents/guardians.
  - Able to borrow clean spare uniform from school.
  - Placed in isolation until their uniform is correct.
- From time to time Golden Tickets will be issued by staff during the school day to reward smart dress and to address minor uniform infringements. Red Cards will be issued on a daily basis to address minor uniform infringements. When a student is issued with a Red Card they will be detained for 10 minutes at the end of the day by their form tutor. Parents are not informed of this, however, should a student receive a high number of Red Cards they will be placed on Uniform Report and where appropriate contact made with home.

**Suitable Formal Traditional Footwear – Pure black leather shoe or boot**



Pure black ankle boots will be allowed if worn with the correct trousers for girls.



**Unsuitable Footwear that would need to be replaced – pumps, trainers leisure shoe, any shoe with a sports brand e.g. Converse, Lacoste, Vans, Adidas, Nike, Doc Martins, Uggs etc.**



This type of boot is unacceptable due to flashes of white and the large visible wording at the front of the boot.

Suitable School Trousers for boys



Unsuitable School Trousers for boys



Black jeans or chino like trousers are not acceptable.



Suitable school trousers for girls that are smart, tailored, full length, straight legged.



Unsuitable School Trousers for girls: lycra based and are not tailored.



### **School Skirts**

School skirts should be worn at knee level so please ensure that you purchase a suitable skirt where you allow for growth of your child during the academic year.

These would be an acceptable length



Unsuitable Length Skirts



### **Sports Kit**

#### **Boys & Girls**

- Cannock Chase PE Red Polo shirt
- Cannock Chase Black shorts
- Black Socks
- Red Nike Jacket
- Plain black tracksuit bottoms (no logos or stripes) may also be worn.

These 4 items can be purchased directly from school or online at the following address - <https://www.lissport.co.uk/cchs>.



Shin Pads and Gum Shields are needed for activities such as rugby, football, and hockey.

Football Boots are needed for football and rugby.

Trainers will be required for all other activities

Watches and earrings must be removed for all sporting activities.

#### **All PE items needed to be labelled with the student's name.**

For any student who forgets their kit, the PE department hold a stock of clean kit that students must wear without argument. If a student is not physically taking part in PE due to injury they are still required to bring and wear their PE kit.

## Equipment

All students in Years 7-11 will need a pencil case with the following equipment:

- 2 black pens;
- At least one pencil;
- Ruler (15cm in length);
- Rubber;
- Pencil Sharpener;

Other items such as glue and colouring crayons are encouraged.

Pencil cases must be placed on the student's desk at the start of every lesson. When a student forgets their pencil case on a regular basis the school reserves the right to issue a one hour (C3) detention after school until this has been corrected.

## School Bags

All students in Years 7-11 will need to have a suitable school bag with them daily to carry their books and equipment. These bags must be able to accommodate an A4 folder, A4 exercise books and all other equipment.

### Inappropriate bags

Man Bags and small handbags are **not** suitable for school.





# CANNOCK CHASE HIGH SCHOOL

A C H I E V E M E N T F O R A L L

## Behaviour Policy

### Introduction

The main purpose of this Behaviour Policy is to set out the clear and fair expectations we have of each student at Cannock Chase High School to ensure that the school is a safe or orderly environment for all. The school's ethos is based upon traditional values of excellent behaviour, manners and courtesy that ensure 'Achievement for All' is not just our school motto, but a reality.

Our distinct ethos promotes positive relationships based upon respect. Students are helped to make moral choices about their behaviour and their contribution to our community. Each student should also expect fair treatment.

Each adult who works at Cannock Chase High School must ensure that they are positive role models to the young people they interact with in the course of their work. When we reprimand, we criticise the act, not the person. Our approach to discipline is preventative and corrective but essentially supportive.

The climate in our classrooms is one of mutual respect, encouraging students to take responsibility for their own responses to our clearly stated expectations. Positive responses are rewarded while negative behaviour is never ignored. A range of strategies is employed, enlisting the help of parents and where appropriate, external support agencies, to ensure that each child is given the opportunity to achieve their potential as responsible, caring and contributing members of our school community.

### Expectations

Cannock Chase High School has extremely high expectations of its students and staff. Our whole ethos is based around our five distinct values of *Integrity, Teamwork, Responsibility, Excellence* and *Resilience*. To this end we expect students to demonstrate these values at all times.

One of the main aims of the school is to guide and model our students in behaviour that will show them as courteous well-mannered young people. This means that the simple courtesies such as opening doors for staff, addressing staff correctly and politely at all times, saying please and thank you and not interrupting are expected as normal. Showing respect for each other is a key part in being a Cannock Chase High School. Bullying in any form will not be tolerated (see further details in the school Anti Bullying Policy), neither will racist, sexist or homophobic behaviour and language.

In the classrooms we expect the same courtesy. Students should make every effort to treat teachers respectfully. They should follow instructions, sit quietly, listen, put hands up if they wish to speak etc. We are a school that does not tolerate individuals 'stealing the learning time of others'.

These should be nothing new to students. We pride ourselves that our students are well behaved and courteous and this Policy is an attempt to bring out the best in all students, so that they may



enter the outside workplace knowing exactly what is expected of them in terms of behaviour and courtesy.

## **Classroom Conduct and Behaviour**

Good behaviour is a foundation for good learning. At Cannock Chase High School we expect students to give of their best at all times. We have a Classroom Pledge which must be followed by all students to allow successful learning not only for themselves but everyone else within their class.

### **Classroom Pledge**

**'I know that to be the best I can be, I must make every single lesson count.'**

I will do this by:

- Arriving on time to my lesson with the correct books and equipment;
- Making sure, even before I have entered the room, that I am smart and wearing my school uniform correctly;
- Entering the classroom in an orderly manner, ready to start my lesson without any delay;
- During the entire lesson, making a positive contribution to the learning process by concentrating and taking an active role in my learning;
- Showing respect towards my teacher and fellow students by always being courteous in my words and actions. If an adult visits my classroom, I will stand up as a mark of respect;
- Raising my hand to ask a question, never shouting out;
- Never using my mobile phone without permission from the teacher;
- Never eating in class;
- Never using foul language in class or words that could offend or hurt others;
- At the end of the lesson, tidying up my work area and standing behind my chair quietly until I am dismissed, then leaving in an orderly manner.

## **Movement around the school building**

Our rules for corridors and inside the school building ensure that a purposeful and calm atmosphere is created for all. Therefore, students must:

- Walk purposefully without running;
- Use private voices without the need to shout;
- Not eat, drink or chewing or drop litter;
- Respect the school's mobile phone procedures;
- Not use ANY musical electronic device or wear headphones inside the building at any time;
- Not disturb lessons due to poor behaviour;
- Not use foul language at any time.

## **Safety**

It is essential that all students and staff follow the simple rules which ensure their safety. Students must follow the fire drill instructions which are implemented for their safety. They must not involve themselves in any activities which are dangerous and could lead to accidents. Guidelines concerning this area are found in our Health and Safety Policy.

Students in Years 7 to 11 are not allowed to leave the site during the day. All students coming to school outside normal school times should sign in at the Attendance Office. Sixth form students are allowed off site at lunchtimes only, and must sign out with their Pastoral Manager.

All students must leave the school site by 3.30pm, unless they are under the supervision of a teacher or other member of staff engaged in planned activities or in after school detention.

## **The Use of Reasonable Force to Control or Restrain Students**

Government legislation provides schools with the power to use reasonable force or make other physical contact. School staff can use force as is reasonable in the circumstances to prevent a student from doing, or continuing to do, any of the following:

- Prevent a student from attacking another student or member of staff or to stop a fight in the playground;
- Restrain a student at risk of harming themselves or others through physical outbursts;
- Prevent a student behaving in a way that disrupts a school event, trip or visit.

Staff to which this power applies are:

- Any teacher who works at the school.
- Any person whom the Headteacher has authorised to have control or charge of students including: Support staff such as Learning Support Assistants and Pastoral Managers.
- People to whom the Headteacher has given temporary authorisation to have control or charge of students (eg catering or premises staff).

## **Allegations Made By Students About Staff**

Any allegation that a student may make about a member of staff is considered most serious and the investigation into such situations will be conducted by the Headteacher and members of the Leadership Group (see Policy – Allegations of Abuse Made Against Staff Procedures). In line with Safeguarding procedures the school may refer specific incidents to Staffordshire Safeguarding Board and seek advice from the LADO.

If, through investigation, it is found that a student has made a malicious allegation about his/her teacher the following actions will be taken:

- A fixed term exclusion\* for the student will be imposed;
- The student may be removed from the teacher's lesson to work with another member of staff. This decision will be made with the member of staff concerned to support them in the teaching role;
- Staff will be reminded of procedures to keep themselves safe and not to be alone in the company of or have conversations with the named student on their own;
- If the student makes a second malicious allegation against a member of staff the school reserves the right to issue a permanent exclusion\* or managed move to another school depending on individual circumstances.

\* Please see the Appendix for full Fixed Term and Permanent exclusion procedures.

## **Expectations and Behaviour Outside of School**

The school's high standards of behaviour extend to and from school. Therefore, we expect our students to behave in an appropriate manner at any time whilst they are in school uniform. The

school reserves the right to issue a sanction/s to a student/s who brings the school into disrepute whilst wearing school uniform or involved with any event connected with the school such as sports fixtures or school trips.

## **Environment Code**

We expect students to:

- Help keep the environment clean and tidy;
- Chewing Gum is not to be bought into school;
- Put litter in bins;
- Eat and drink only in the dining room at break and lunchtimes;
- Not damage school property by marking or writing on it; This includes walls, desks, textbooks, display work, chairs etc;
- Use floor mats where provided to wipe feet;
- Keep exercise books neat and presentable;
- Assist with clearing up when requested to do so;
- Pay for the repair of deliberate damage.

## **Mobile Phones**

The school operates a strict and fair policy in relation to mobile phones. Mobile phones cannot be **seen or used** in the building at any time (the exception to this being in the school dining rooms). At times staff may direct students to use a mobile phone in class and students must follow the guidelines of this instruction. If a mobile is used in class without permission the member of staff will issue an automatic C3 detention and the phone confiscated. If a student is caught using a mobile between lessons or in corridors, members of staff will confiscate the phone. The phone will be returned by the Assistant Headteacher (Pastoral) at the end of the school day. On the third occasion a phone is confiscated, the school will keep the phone until the parents come into school to collect this item. On the occasion that a student refuses to hand over a mobile phone due to inappropriate usage, the school reserves the right to issue a fixed term exclusion.

If students choose to bring phones into school, the school cannot accept any responsibility for them if they are lost, damaged or stolen.

## **Personal Property**

Valuable items should not be bought into school. This includes IPODS and MP3 players. Dangerous items must never be bought into school. Such items include laser pens/torches, weapons, knives, alcohol, illegal drugs or stolen items. The list is not exhaustive. Government legislation allows Cannock Chase High School staff to search students without consent if it is believed that a student has brought into school any prohibited item(s). The Headteacher will be informed if a student brings into school a prohibited item(s) and in consultation with Senior Staff and Governors will decide if a fixed or permanent exclusion and police involvement is necessary.

Our ability to maintain a safe environment can on occasions mean that items are confiscated from students. Any item that is confiscated is placed in a labelled envelope and placed in the school safe. Parents are contacted about such item(s) and depending on the circumstances of the confiscation, an

arrangement is made for the student to either take the item home at the end of the day, or for parents to collect the item(s) from front office.

## Uniform Code

As part of our distinct ethos the school places significant value on the wearing of our school uniform.

We expect students to:

- Wear the full uniform correctly at all times, with collars buttoned, shirts tucked in and ties worn correctly;
- To have and wear the correct PE kit for all PE lessons;
- Ensure that coats are removed when entering classrooms;
- Ensure their presentation reflects self-respect and respect for our school community.

**All items of school uniform should be labelled.** Please refer to the Uniform and Equipment Policy for further information and guidelines.

## Rewards and Sanctions

Our disciplinary system is firm, fair and consistent in promoting high standards of work and conduct. Rewards and sanctions are used appropriately by all staff to praise students who get it right, and to address behaviour issues in a minority of students who make the wrong choices for themselves and for others.

Staff at Cannock Chase High School follow a set of Behaviour for Learning Procedures to ensure consistency from one lesson to another.

Praise plays a significant part in developing a positive classroom culture and highlights to all students that when you behave and work hard you get noticed. Staff are encouraged to use praise effectively as a way of managing behaviour.

In terms of rewarding our students, staff can award Achievement Points based upon the following criteria onto the SIMS system:

<b>AP5</b>	5 Achievement points for Teaching and Learning <b>in</b> school – to be awarded for an excellent piece of work produced in class, improved work over a period of time, detailed and well considered verbal answers, excellent performance, working successfully together as a team on a group task, or excellent behaviour and attitude towards learning.
<b>AP10</b>	10 Achievement points for Teaching and Learning <b>outside</b> of the school – HP2 to be awarded for an excellent piece of homework or coursework or as a reward for an individual effort as an independent learner.
<b>AP20</b>	20 Achievement points - To be awarded by Directors of Year/Directors of Community/Leadership use <b>ONLY</b> for exceptional behaviour, attendance and commitment to the life of Cannock Chase High School and the wider community.

The number of House Points a student receives is reviewed on a regular basis by their Tutor and Director of Year. In line with the number of Achievement Points a student has, the Director of Year will issue each student with their Bronze, Silver and Gold Certificates during assembly. For students that continue to receive a high number of House Points, they will be awarded their Student Achievement Badge either from the Headteacher or Assistant Headteacher (Pastoral).

## Sanctions In the Classroom

All students are expected to follow the 'CCHS Classroom Pledge' that is displayed in all classrooms and learning environments throughout the school. The Pledge has clear expectations that each and every student must follow if an outstanding and engaging lesson is to be had by all.

The following procedures are applied by staff should an individual/s fail to respond to our fair and clear rules:

- Verbal Warning – The teacher indicates to the student that their behaviour is unacceptable and must be altered and correct straightaway;
- C1 (3 behaviour points) – Should a student fail to respond to the verbal warning and clear instructions given by staff a C1 will be issued;
- C2 (5 behaviour points) – Should a student still continue to not respond to staff instructions and persist in having a negative impact on the learning environment the teacher a C2 will be issued. This will mean that a 10 minute detention will be served that day with a member of staff;
- C3 Detention (10 behaviour points) – Should a student continue to persist with negative behaviours that continue to have a negative impact on the learning environment a C3 will be issued. This will mean that a 1 hour detention will be served that day in Lower School Hall, if issued morning tutor or P1-4, or the following day if issued P5 or afternoon tutor. On the rare occasions where a student continues to misbehave after a C3 has been issued, the member of staff is to use Lesson Support and remove the individual. The member of staff on call is to decide if a child is to remain in isolation for the remainder of the day or just be removed for that one lesson, or ideally resolve the issue and return the student to their lesson. Where a student is removed from lessons twice in one day they will spend the rest of that day in isolation and parents contacted.
- C4 (20 behaviour points) – Full Day in Isolation. A C4 is one of our most serious consequences in our behaviour system. The student will be required to work in isolation and complete work that has been set by subject staff.
- C5 (30 behaviour points) – Fixed term day in isolation at another school.

Please note that parents will receive a text message notification if their child has been placed in a C3 detention on the day the detention is set. This text message is sent out between 1.30pm and 2pm each day.

Parents are also informed if their child has received a C2 detention at 4pm each day.

## Failure to Attend Detentions

Detentions are one of the main ways staff sanction students for negative behaviour. On occasions a student may decide not to attend the detention set, and, therefore, the sanctions set are escalated.

If a student chooses not to attend a C2 detention, the staff member will issue them with a C2F. This will then mean that a 30 min detention after school will be set for that day, if issues before 1.30pm, or the following day if after 1.30pm

If a student fails to attend a C2F, this is then escalated to a C3.

Should a student fail a C3, a Headteacher's Detention is then given until 5.10pm the following day.



Headteacher's Detentions are used for any student failing a C3. The school also reserves the right to issue a Headteacher's Detention for one off serious events.

## **Monitoring of House/Behaviour Points**

The Director of Year in conjunction with the Form Tutor is responsible for monitoring the total number of Achievement and Behaviour Points a student has been issued with during the academic year. The Director of Year will follow the correct procedures in relation to rewards to ensure that all young people are rewarded for their achievements.

Where a high number of Behaviour Points are collected during the academic year the Director of Year will consult with the Assistant Headteacher (Pastoral). Contact will be made with home to discuss the matter and parents invited into school to discuss their child's ongoing negative behaviour. Further sanctions at this stage may be set.

## **Other Related Policies**

The Behaviour Policy is to be read in conjunction with the following:

- Anti- Bullying Policy
- Attendance Policy
- Drugs Policy
- E Safety Policy
- Health and Safety Policy
- Home School Agreement
- Safeguarding Policy



# CANNOCK CHASE HIGH SCHOOL

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## **Attendance Policy**

Please refer to the Policies section on the school Website (<http://www.cannockchasehigh.com/School-Policies-and-Reports>).



# CANNOCK CHASE HIGH SCHOOL

A C H I E V E M E N T F O R A L L

## Home-School Agreement Policy

### **The Purpose of our Home-School Agreement**

The Home-School Agreement sets out Cannock Chase High School's responsibilities towards our students, the responsibility of our parents, and what the school expects of each of our students. This agreement encapsulates our belief that parents are a child's first and most important educators. It is designed to help achieve the highest possible standards of academic achievement, behaviour and attendance through close communication and effective partnership with parents.

The Home-School Agreement should contribute to raising standards and to school effectiveness by providing a framework for partnerships between parents, students and Cannock Chase High School.

The partnership promoted by the Home-School Agreement should result in:

- Better home-school communication (for example, on issues such as student academic progress, behaviour, rewards and homework);
- Parents supporting and helping their children's learning at home more effectively;
- The school and home working in partnership to ensure every child achieves academically and holistically in line with our distinct culture and ethos.

### **Roles and Responsibilities**

The Governing Body must have regard to the Secretary of State's guidance in carrying out its responsibilities relating to Home-School agreements entitled 'Home-School Agreements: Guidance for Schools' (July 2013).

Reasonable steps should be taken to ensure that all registered parents and carers of pupils of compulsory school age sign the parental declaration when each of their children joins the school, to indicate that they understand and accept the contents of the agreement. However, the Governing Body is not required to seek the signature of a parent where they consider that there are special circumstances relating to the parents or student in question that would make it inappropriate to do so. Parents should also explain the agreement to their children and ask them to sign the form.

The Headteacher will:

Ensure that the home-school agreement and other significant communications with parents and students are reviewed regularly. Methods of consultation will include:

- Parental Consultation Forum

- Informal discussion at Parents Evenings

- Surveys and questionnaires to parents at Parents Evenings

- Student voice feedback

- Staff feedback

Parents will:

Sign the agreement annually.

Ensure that their children comply with the responsibilities set out in the agreement.

The following associated policies apply to this agreement:

- Attendance

- Behaviour

- Uniform



# CANNOCK CHASE HIGH SCHOOL

A C H I E V E M E N T F O R A L L

## Timings of the School Day

8.45 – 8.55	Tutor	
8.55 – 9.55	Period 1	
9.55 – 10.55	Period 2	
10.55 – 11.10		<i>Break</i>
11.10 – 12.10	Period 3	
12.10 – 13.10	Period 4	
13.10 – 13.50		<i>Lunch</i>
13.50 – 14.50	Period 5	
14.50 – 15.10	Tutor	
15.10 – 16.10	Twilight	

## Key Staff

Headteacher	Mr I Turnbull
Assistant Headteacher, Pastoral	Mrs T White
SENCo	Mrs T White
Assistant SENCo	Mrs H Boulton

From September 2019:

Year 7:	Director of Year	Mrs E Fisher
Year 8:	Director of Year	Miss D Jinks
Year 9:	Director of Year	Mrs E Hale
Year 10:	Director of Year	Mrs R Nolan
Year 11:	Director of Year	Mrs A McLean

Reception	01543 502450
E-mail:	<a href="mailto:office@cannockchase-high.staffs.sch.uk">office@cannockchase-high.staffs.sch.uk</a>