

4 September 2019

Dear Parent/Carer

Behaviour Policy updates

As part of the school's ongoing drive to raise standards, there have been a number of changes to the Behaviour Policy which will reinforce the expectations of student behaviour both inside and outside the classroom and enable us to deliver a higher standard of education.

The changes to the Behaviour Policy are listed below:

- There will be more emphasis on identifying and rewarding positive behaviour and contribution. Students will now receive 2 behaviour points when awarded an R1. A school shop, which will open soon, will allow students to spend their Behaviour Points on items and equipment.
- To support students with correcting negative behaviour, the school has established five 'Non-negotiables'. These are in addition to the school rules that students must follow both in school and out in the local community. The 'Non-negotiables' are:-
 - Do not drop litter
 - Conduct yourselves in an appropriate manner and consider others
 - Not take part in any form of verbal or physical aggression including play fighting
 - Wear the correct school uniform
 - Follow instructions of all staff
- Sanction Points are now known as Consequence Points. Consequence points will be recorded as negative scores on a students' Class Charts account. The new criteria for receiving a Consequence are highlighted below:-

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| C1 | A 15 minute Teacher Detention, given for low level disruption of learning, a minor breach of whole-school non-negotiables or school rules. The incident will be recorded on Class Charts. |
| C2 | A 1 hour School Detention, given for more serious disruption to learning that results in a student being parked or a more serious breach of whole-school non-negotiables or school rules. The incident will be recorded on Class Charts and home contacted to explain reason for C2. |
| C3 | Student behaviour equates to a serious breach of whole-school non-negotiables or school rules. Internal Exclusion (Complete morning in school and complete The Berwick Centre from 1.00-4.00pm) or an external exclusion (Fixed Term) or permanent exclusion. |

- It is important to note that if a student receives a C3 Internal Exclusion, they will now be expected to attend normal lessons until 1.00pm when they will go to The Berwick Centre to complete their exclusion. Students will be dismissed at 4.00pm.
- Students who are repeatedly display negative behaviour will receive an escalation in Consequences. Students who receive two C1s in a single day will be issued a C2 School Detention the following day. Students who receive two C2 School Detentions during a single day will receive a C3. Students who receive three C3 Exclusions during a school term, will receive a Fixed Term Exclusion for every C3 they are issued

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until the end of that particular school term. Any student who continues to receive C3s without changing their behaviour risk losing their place at Welling School.

To raise standards and support student achievement, Welling School is moving from the current school policy where students were encouraged to correct their behaviour to the new policy where if a student breaks one of the non-negotiables or school rules they will be issued with a C1 in the first instance. More serious infringements will result in the Behaviour Policy being used. This should help establish a culture of high expectations where there are fewer conversations and less time spent on correcting negative behaviour.

The School recognises that an effective partnership with home is one of the best ways of securing high levels of behaviour. If a sanction is issued which requires your child to stay after school, you will be contacted about this. In the first instance the School will attempt to speak to you however if this is not possible you will be informed by other forms of communication, for example a text message or email. Parents should contact the School for further information.

We need wholehearted support from all parent/carers to maintain high standards of behaviour and academic progress. In choosing to attend Welling School, parents/carers are making the choice to support our behaviour systems.

The changes to the behaviour system are in response to feedback from students, teachers and parent/carers. We believe that parent/carers will support these changes and they will enable us to create a culture where the quality of education improves, unhindered by any disruption to learning.

I know that many parents will support these changes as you have done with the improvements seen thus far. I further ask that you continue to support the School so that we can together ensure your son /daughter is learning in a safe and supportive environment.

We wish to work very closely with our parent/carers and reach agreement on appropriate consequences, however as per Department for Education guidance, we reserve the right to apply consequences without parental agreement.

Welling School Uniform

In a number of ways Welling School promotes individuality, however when it comes to uniform every student is expected to conform to the same high standard. Wearing correct school uniform is one of the 5 non-negotiables that students will be hearing about during the first week back. We believe that it provides our students with an identity; helps promote a purposeful approach to learning; assists in promoting good standards and helps promote student self-discipline. Our job is to make sure your son or daughter achieves positive outcomes and is prepared for the working world. We cannot do this if conversations in school are dominated by getting students to dress appropriately. Please take time to read this letter and discuss this matter with your son or daughter as it explains what will happen if students attend school wearing incorrect uniform. To be clear, there are no actual changes to the uniform policy, apart from the fact that this year the school will be transitioning to one V-necked jumper colour, namely black. This means that girls have a choice of jumper colour this year, but from September 2020 red v-necked jumpers will no longer be allowed. Y7 female students joining the school in September 2019 are expected to wear a black v-necked jumper only. In accordance with the current uniform policy, jumpers can only be worn in conjunction with a school blazer.

There are a number of other aspects of the school uniform where expectations need to be clarified.

- Skirts must be an appropriate length. The Uniform Policy says *Stitched-down pleated style; appropriate length as decided by a senior member of staff; not tight fitting*. For further clarification this means no shorter than 10cm above the knee.
- At Key Stage 4 girls are allowed to wear a v-necked jumper or cardigan. The Uniform Policy says *Yr 10 - Red V-necked jumper/cardigan (plain, fine knit) Yr 11 - Black V-necked jumper/cardigan (plain, fine knit)*. At Key Stage 3 girls are only allowed to wear a v-necked jumper.
- Any outdoor coats that students wear to school must be *single colour, no designer features / logos*.
- School shoes must be black. The Uniform Policy says *Sensible style and of a durable, hard-wearing material, like leather*. To the Uniform Policy we are adding pictures of the types of shoes that are/are not acceptable in

school. This should hopefully clarify things further. If parents are in doubt whether a particular style of shoe will be accepted they should contact their child's Head of Year. As stated in the Uniform Policy it says *what is deemed acceptable is at the discretion of the school*. It has been brought to our attention that Foot Locker retail their children's trainers as 'grade school shoes'. Please be aware that this does not mean that they are appropriate to be worn as school shoes. We would like to avoid situations where parents spend money on footwear that is prohibited.

- No outdoor hats or hoods on coats are allowed to be worn in the school building. The smooth running of the school is helped by being able to identify students, therefore unless it is raining students are not allowed to walk around the school site with hoods on coats up.
- Any make-up worn by students should be discreet as judged by the staff at Welling School. Students are not to wear false eyelashes or false nails. These are particularly dangerous when students are playing sport. Students will be asked to remove these by members of staff if they are worn.
- If for any reason a student comes to school without full school uniform there needs to be a note written by the parent/carer in your child's planner explaining the reason. If a student does not have a note they will be issued with a C1 15 minute Teacher Detention by their form tutor. The form tutor will then write a note and arrange for appropriate school uniform to be borrowed. If the school has spare uniform the expectation is that students will wear this. Failure to comply with this request will result in a C2 School Detention being issued for failure to follow instructions. It is not acceptable to go days without appropriate school uniform. We understand that in some circumstances, parent/carers may face financial difficulties. If this is the case, please contact your son/daughter's Head of Year so that a plan can be agreed for your child. The expectation, if your son/daughter arrives at school without school shoes, is that they will wear the shoes provided by the school. Refusal to accept this support will result in a sanction.
- When students are at school they are expected to remain in full school uniform at all times. In class they should ask the teacher if they would like to remove their blazer. If students are seen not wearing full school uniform, for example they have taken their tie off, they will be issued a C1 15 minute Teacher Detention. If students are not compliant or fail to attend the Teacher Detention they will be issued with a C2 1 hour School Detention. More details can be found in the updated Behaviour Policy, September 2019
- Finally, we expect all students to wear full school uniform to and from school. The updated Behaviour Policy makes it very clear that on the school gates students will be expected to rectify any issues with their school uniform and continue to wear their full school uniform as they make their way home. More detail regarding this can be found, including the consequences that will be issued, in the updated Behaviour Policy, September 2019

Our intention with this letter is to make sure every student comes to school confidently knowing what the school expectations are on behaviour and uniform. This letter should also reduce the number of phone calls the school has been receiving from parents regarding students being challenged for their behaviour or incomplete uniform. If you require further clarification on any aspect of the Behaviour Policy or Uniform Policy, please contact your son/daughter's Head of Year in the first instance.

Yours faithfully

P Hemsley

Mr P Hemsley
Deputy Headteacher

Appendix 1: Acceptable School Shoes

All students at Welling School are expected to wear black school shoes. Trainers or canvas pumps are not acceptable. Any student not wearing correct footwear will be issued with a pair of school shoes and students who fail to cooperate with this rule may be sent home to correct their uniform.

The only exception to this is if:

- A student has a note from his parents explaining the reason. This will only be valid for ONE day. The school will expect a medical certificate from a doctor if it is for any longer.
- A student has a medical issue that prevents them from wearing appropriate school shoes and they have a medical note from a doctor. They need to present this to their Head of Year who will then write a note in the student's planner confirming that due to medical issues they do not need to wear school shoes.

If any parents are unable to purchase appropriate shoes for school due to financial constraints, please contact your son/daughter's Head of Year. In this instance and to comply with the Uniform Policy, the school may loan your son/daughter a pair of shoes for the interim period.

Examples of Acceptable Footwear



Examples of Unacceptable Footwear



Welling School Uniform