



Ms Sue Lovecy, Head of School

12th July 2021

Dear Parent or Carer of Year 10,

I would like to introduce myself as the new head of year 11 from September 2021. It will be my privilege to guide and support the students through the challenges as they approach the end of key stage 4. As such, I am making some minor, but important, changes which I will outline in this letter. I also wish to reiterate some key information to ensure a smooth transition to year 11.

I would like to take this opportunity to highlight our expectations regarding uniform from September. Whilst we have been sympathetic during the pandemic, we will be expecting all students to adhere to our normal uniform policy in September.

Monitoring attitude to learning

Students will be graded 1 – 4 in every lesson, with 1 being outstanding and 4 indicating that their attitude to learning needs significant improvement. At the end of each week, we will calculate the average lesson grade for that week and tutors will speak with students about their performance in lessons.

From September, you will receive an automatic text message when the lesson grades indicate that the student needs to make improvements to their attitude to learning. This more regular communication should ensure that we identify any issues in a timely manner. We will also be using the information to identify outstanding attitudes to learning, and ensuring we praise students appropriately. This is aimed at boosting the confidence of those students who consistently work hard in lessons, and ensuring they are recognised for their excellence.

Uniform

The uniform policy is available for your perusal on the school website <https://www.stmartins3-16.org/parents/uniform/> . For clarity, I would like to make the following points clear:

- Trainers of any description are not allowed to be worn in school. Students should be wearing shoes. If you would like clarity before you purchase the students' shoes, please refer to the school website or feel free to email me.
- Acrylic nails and false eyelashes are not to be worn in school.



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- Leggings, jeans, stretchy skirts and jogging bottoms are not school uniform. Students should be wearing a tailored school skirt or tailored school trousers.
- Piercings should be a small ear stud; no other piercings are allowed.

Communication

All communication should, in the first instance, be directed to the form tutor. If they are unable to answer the enquiry, they will escalate the issue to me and I will contact you. Please be aware that the form tutors and I have full teaching timetables, but we will always respond to you as soon as possible.

Mobile phones

Mobile phones should be turned off and stored in students' bags if they wish to bring them in to school. At no point should students use their phones during the school day. If they need to contact parents/carers, they can either ask at reception or see their form tutor. If a student is found using their phone, it will be confiscated. Should this reoccur, students will face further consequences and we may ask parents to attend school to collect their phone.

I hope that, by outlining these guidelines before the end of this academic year, you will be able to prepare students for the year ahead appropriately. The next academic year will be challenging and rewarding for all students; I wish to help every student achieve their full potential. Please feel free to contact me with any queries on tammy.evans@stmartins3-16.org

I look forward to working with you all in the coming year.

Your faithfully,

Mrs Evans
Head of Year 11