



Ref: Pastoral Update

Dear Parents and Carers,

Firstly, I would like to thank you for your continued support in maintaining our high standards. In school, we are working hard to encourage children to come to school ready to learn each day and would like to remind you of how you can continue to support from home.

Punctuality

As a school, we know that future success starts with good attendance and punctuality. We would like to take this opportunity to remind you that morning registrations begins at **8:45am prompt** and all children are expected to be in school at this time. This is when they receive their first legal mark of the day. **Arriving after registration has closed will be recorded as an unauthorised absence and marked with a U code.** Arriving promptly makes sure that your child does not miss work and that disruption to the teacher and other pupils is minimised. We therefore discourage children visiting the park or other places in the village prior to school as persistent lateness can lead to a significant loss in learning time and a fixed penalty notice being issued.

We teach pupils the importance of punctuality throughout the day and expect them to arrive to all timetabled lessons in a timely manner. Teachers take registers at the beginning of every lesson and it is the expectation that all pupils are seated and settled whilst the register takes place. If a pupil is persistently late to lesson or absent from timetabled lessons, the school will recover this time through the use of afterschool Catch-up and Repair sessions, as per our behavior policy.

Impact of poor punctuality over a school year:

5 minutes late every day = 3 days absent
15 minutes late every day = 10 days absent
30 minutes late every day = 19 days absent

Uniform

At Penkridge Middle School we expect all pupils to be well presented at all times. School uniform plays a critical role in promoting positive behaviour and pupil discipline. Our uniform standards are key in setting an appropriate tone for pupil conduct. It instils pride and contributes directly to the positive reputation of our school. **Our uniform also helps protect our pupils from social pressures to dress in a particular way.** All pupils are expected to follow these expectations consistently and without question when on the school site.

Your unwavering support is vital in ensuring the uniform policy is followed and high standards are maintained. We discourage items of high value and any item brought in to school should be labelled with your child's name. In addition, all outside coats and jackets should be hung on a peg or stored within a school bag. Items of jewellery, beyond that of a basic watch and single set of removeable ear studs are not required for school and if brought in staff will ask that they are removed. Likewise, our uniform policy states there is no reason for pupils of our age range to wear make-up and therefore make-up is not permitted. If worn, pupils will be asked to remove this.

Our full uniform policy can be read here: <https://www.penkridge-middle.org/wp-content/uploads/2021/02/PMS-Uniform-Policy-September-2022-1.pdf>

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Mobile Phones

We do not encourage the need to bring a mobile phone to school. The issues surrounding phones are always complex and we have facilities in school for both incoming and outgoing phone calls should information need to be shared. If a mobile phone has to be brought on to school grounds, parents need to complete the mobile phone consent form and return this to the school office. When brought in, the phone should be powered off at the bottom of the driveway and handed in during morning registration. Phones are then returned to pupils at the end of the school day where they can then be powered on again at the bottom of the driveway to contact families.

In the interest of safeguarding, if a pupil is found to not follow the above process their phone will be confiscated and stored in the school office until parents or carers are able to collect the device.

The school, as with all valuables, accepts no responsibility for any loss or damage to these items and they are brought in at the bill payers' own risk. We encourage the bill payer of the mobile phone to take responsibility for their device by regularly checking that the usage and content is age appropriate and to act accordingly if this is ever not the case.

We thank you for your continued support with the above and we remain committed to continuing to work alongside our families to make sure every pupil maximises their opportunity of an education.

We are grateful for your continued support in ensuring every day counts.

Yours faithfully,

Mr R Cole

Deputy Headteacher