

01 April 2021

Dear Parents and Carers

May I take this opportunity to say how wonderful it has been to have all of the children back at school, and how positively they have returned.

Now that the school is fully operational again, I would like to communicate a few reminders in this letter which we would like to see in place when we return after the Easter holiday. Your help and support with ensuring our high standards are achieved is greatly appreciated.

School Uniform

We now have a new uniform supplier called Stevensons. Our uniform will be ready to purchase online with the company as from 12th April. The website address is www.stevensons.co.uk please use the “find your school” facility on the Stevensons website to purchase uniform from 12th April if needed.

There is a reminder in the table below of our school uniform, plus other important information below the table that we would like to remind you of.

ITEM	COLOUR AND DESIGN
Blazer	Grey with badge (<i>supplier only</i>).
Shirt	White shirt with a collar, long or short sleeved.
Tie	Light grey and burgundy stripe (<i>supplier only</i>).
Trousers	Plain black - Not denim or denim-style jeans & no large flares. No very tight trousers or leggings. No fashion trousers with decorative buttons, belts or pockets.
Skirt	Black knee-length box pleat skirt (<i>supplier only</i>).
Shoes	Plain black polishable shoes with a sensible heel. Black trainers or trainers of any type are not allowed (i.e Air Force 1). Boots should only be worn under trousers. Shoes with high or stiletto heels are not allowed. No canvas, casual shoes.
Socks	Plain black or white ankle or knee high, NOT over the knee or mid-thigh socks.
Tights	Plain black or tan – recommended with a skirt.
Jumper (optional additional item)	Burgundy v-neck with school badge (<i>supplier only</i>). Only to be worn under the blazer.

PE Uniform

When we return to school after the Easter holiday students will not be required to arrive in their PE kit when they have PE on their timetable. Students will need to pack their PE kit in their school bag and change for the PE lesson, then change back into school uniform after the lesson. They must not wear trainers to school on PE days, they must wear suitable school shoes as described in the uniform table above.

Skirts and Socks

Please can I remind you that the school skirt must be a box pleat style and of **knee-length**. Any socks must be ankle socks or knee high in length and not over knee/mid-thigh socks. Over knee/mid-thigh socks are not permitted.

Jewellery

Please remember that the only jewellery permitted is one small pair of stud earrings and a wrist watch. Other forms of jewellery (e.g. rings, necklaces, bracelets, fashion bands, nose studs/rings, tongue studs, lip studs or rings, eyebrow studs or rings) are not allowed. Any such items will be confiscated from students.

Students who decide to have body piercing carried out during term time will be expected to remove the stud/ring etc. Clear studs or plasters covering such items will not be permitted as an alternative. Students who do not follow these rules can expect to be sanctioned until these items are removed and the matter is resolved.

Top Coats and Sweaters

Coats must be waterproof and predominantly of a plain colour without excessive patterns or designs. We particularly insist that hoodies, cardigans or sweatshirts must not be worn as a top coat as they are not waterproof and detract from the appearance of the uniform. Please be aware that students wearing items which are not compliant with our uniform policy will have these items confiscated, and the item returned at the end of the school day.

Please note that the burgundy Oakmoor jumper is available from the uniform supplier as an optional item and can be worn under the blazer as an extra layer. Other jumpers, sweatshirts, cardigans, hooded tops etc apart from this jumper are not allowed.

What do you do if your child is unavoidably unable to wear full correct uniform?

In these circumstances please provide your child with a note explaining the problem and when you expect this to be resolved. This can be written in the student planner. Please be aware that the school reserves the position to decide if this is an acceptable reason. If this is the case, your child will be issued with a uniform slip/short exemption until the matter can be resolved.

Please be aware that if a child persistently arrives to school not wearing full correct uniform without a note explaining a valid reason, they will be sanctioned until the uniform issue is resolved.

Hairstyles

As written in the student planner, please can all hairstyles be moderate and appropriate for school. Please avoid lines being cut into the hair and shaving hair any shorter than a grade 2. Please avoid hair dyes of extreme, unnatural bright colours.

Nail Polish and False/Acrylic Nails

Nail varnish is not permitted, nor are false/acrylic nails. Students who decide to paint their nails or apply acrylic/false nails during term time will be expected to remove the polish or the acrylic/false nails.

Punctuality and Attendance

Good habits around punctuality and attendance are an important part of educational success and an essential preparation for later life at college, university or work. Our benchmark attendance figure is 98%. We ask that all students aim for 100% attendance and no less than 98%. Parents/carers will be notified if your child's attendance falls to a critical level.

Please also be aware that students arriving late to school and lessons can cause significant disruption. Good punctuality is an important life skill to master. For this reason, we take punctuality seriously as you would expect. **Any child arriving late to school will be issued with an after school detention, starting with 30 minutes and escalating to an hour in cases where lateness is repeated/not improved. In addition, arriving late to school and lessons will also include the loss of break.**

The school offers several rewards for excellent attendance and punctuality and we encourage all students to embrace these.

Equipment

Now, more than ever, it is important for each student to be fully equipped for every day at school. Due to the current situation and government guidance, teachers will NOT be in a position to issue equipment. All students must be fully equipped and prepared for learning each and every day. Please ensure that your child has their own equipment as listed below.

Essential and expected please

- A bag big enough for A4 books/folders
- Pencil case
- Black pens (more than 1)
- Pencils (more than 1)
- Ruler
- Rubber
- Pencil sharpener
- Colouring pencils
- Highlighters
- Scientific calculator
- A reading book
- Oakmoor student planner/diary

Advisable to have as a result of the current situation please

- Glue stick
- Protractor
- Compass
- Green pen

Your support is appreciated to ensure your child is fully equipped for a day at school. It is obviously very disruptive to learning if a child arrives unable to take part in the learning activities for the lesson because they do not have the necessary equipment. It is the student's responsibility, with the support of their parents/carers, to ensure that they are ready for learning.

Mobile Phones

Mobile phones are permitted in school for **EMERGENCY USE** before and after school only. Students must not use them for texting, calling, taking photographs, videoing or accessing the internet in the school day at all. This rule comes into effect from the moment a student enters the school site and until they leave the school site at the end of the school day.

Any phone that goes off or is used inappropriately during the school day **WILL** be confiscated until the end of the day.

Please do not phone or text your child during the school day. Should you wish to contact your child please phone the school office, we will get a message to your child.

Personal music players or a mobile phone can be used to listen to music using headphones during break and lunchtime only and MUST NOT be used in lessons. Nor should they be worn while students are moving between lessons. At other times the phone/player must be switched off. **Mobile phones or electronic devices must never be taken into exam rooms.**

Personal Items

All personal items are brought into the school at the students/parents/carers own risk. The school cannot and will not accept any liability for any loss or damage of any item, for example, a mobile phone, music player, money, electronic devices or any item of personal or monetary value.

Cameras

To respect the privacy of all students and staff, students must not take photographs or record video during the school day unless this is directed by a member of staff as part of a lesson. This includes the use of camera phones. Students must also ensure they do not receive, share or publish any images taken without the school's knowledge and consent.

Water Bottles

We encourage students to drink plenty of water during the day as this has been shown to have a positive effect on brain function. Students may drink water during lessons provided it is in a clear plastic bottle with a non-spill sports cap. There are several water dispensers around the school site. Please note that **water only** is allowed during lessons. Special rules apply in some lessons regarding drinking e.g. science lessons.

Please also be aware that carbonated drinks of all kinds are not allowed in school, including so called 'sports drinks'. Staff will confiscate any such drinks and keep them until the end of the day. We also ask for parental support in trying to ensure that such drinks are not consumed on the way to school. Parents/carers should be particularly vigilant for various high energy or caffeine containing drinks as these often have a seriously detrimental effect on behaviour and concentration.

Please ensure your child has a refillable water bottle with them each day.

Sweets, Chocolate and Chewing Gum

Students are not allowed to eat sweets, chocolate or chewing gum of any kind during the school day. Please do not send your child into school with sweets, chocolate or chewing gum. If a student is found to have any of these items they will be confiscated until the end of the school day.

Cycling or Using a Scooter to Travel to School

We have a small number of students who cycle or use a scooter to travel to school. Please may I remind you that a permit must be obtained from the pastoral team to gain permission for this to happen, students can collect one if needed. A road worthy cycle or scooter is essential as of course is a protective helmet which must be worn when travelling. If a helmet is not worn, we will ask and expect students and parents/carers to rectify this and will remove the right to cycle/scooter to school if a helmet is not worn. As you will understand, this is purely due to the fact that we want and need our students to be safe when travelling. Please can we also ask for your assistance in reminding students that they must be responsible and ride safely, thinking about their own safety as well as that of others in the community.

Rewards

Epraise - All students can be awarded Epraise points instantly in the classroom. Points will be awarded for various categories e.g. class learning, home learning, teamwork and attendance. Attending clubs and out of school activities can also be recognised. Points can be saved and spent in the online shop. Students also have the opportunity to donate points to house charities.

As a parent/carer you are able to access Epraise through the website or via an App available for both Android and iOS users, where you can view your child's profile. The system will use your email that is on the school SIMS system. If you would like to change the one the school currently uses, please phone/email the school office to get this amended.

Along with our Epraise system we will continue to reward good attendance each half term through the non uniform days for those students reaching 98% attendance in the half term, and certificates and prizes for 100% attendance across the school year. Student of the week will also continue.

Summer Term Planning

During the summer term we will begin planning for the return to our excellent Vertical Mentoring system which we have dearly missed. Providing the data related to the pandemic continues to head in the right direction, we hope to return to our Vertical Mentoring system and previous school timetable in September 2021. As a reminder, the Vertical Mentoring system consists of mixed age registration groups and thoroughly supports our Oakmoor family ethos, peer to peer support and house system within the school. We will be talking to the students about this in the summer term, and we will write to you with more details toward the end of the summer term.

Procedures for keeping safe as Covid-19 restrictions ease

As restrictions begin to ease across the country and will be welcomed by all of us I am sure, please can I remind you of a few important matters in the bullet points below which we would like all members of our community to be mindful of. We of course want our students and families to enjoy the Easter holiday and the long awaited freedoms we are about to experience, but we are also mindful that we do not want to compromise the excellent track record we have in keeping our community safe, and we want to ensure the school remains open for all students during term time.

- Please continue to complete the home tests twice a week
- Please ensure students arrive at school with a face covering (carrying a spare is also advisable) to be worn in classrooms, corridors and communal indoor areas until we inform you otherwise. Please also ensure the face covering guidance is adhered to during the holiday period and after school hours when we return to school
- Continue to wash hands regularly and use hand sanitiser between hand washing when needed

- Please continue to be sensible regarding social distancing and follow the current guidance regarding meeting with family and friends

Many thanks for your support with these matters which are so important in setting our students up with a purposeful, business-like attitude, which will support their achievement. May I take this opportunity to wish you all a wonderful Easter break and we look forward to seeing all of our students again after the holiday.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Moral', with a large, stylized flourish at the end.

Mrs S Moral
Deputy Headteacher