



CARLTON

KEIGHLEY

Dear Parent/Carer,

As a school, we pride ourselves on having a culture of high standards and expectations. Everything we do in school is underpinned by our core Trust values of **ambition, resilience and respect**.

As the adults in school, we set the standards we expect for students; these standards are aligned to our core values. We have a very clear set of school rules which support these values by:

- Ensuring pupils are **ambitious** by creating a calm, orderly environment where learning can take place.
- Ensuring all pupils are treated with **respect**, are safe and are treated with equality
- Ensuring pupils are **resilient** to challenges, and learn from their mistakes to develop and improve.

The vast majority of students in school display our core values every day; they are model Carlton Keighley students and are on course to achieve excellence.

To ensure we continue to embed our high standards, and ensure that school is a safe and respectful environment, I would like to take this opportunity to remind parents of some of our **key expectations** in school. These can be found on the second page of this letter.

By agreeing to send your child to Carlton Keighley, you are agreeing to your child following these rules and expectations. As outlined above, they are designed with the intent of ensuring a calm, purposeful learning environment where staff and students feel safe and respected, and where teachers can teach and learners can learn. Each rule in school has a clear purpose aligned to our core values.

Schools are successful when they work effectively in partnership with parents and with students. We regularly take opportunities to remind both parents and students of our expectations in school so that there is clarity about what is expected of students, every day.

We continue to value the support we receive from parents in ensuring all students in school meet our expectations so that there are no barriers to their learning in school. If you have any queries about how you can support students to meet our standards and expectations, we are more than happy to discuss these with you.

Thank you again for your continued support.

Mark Turvey
Head of School

EXCELLENCE FOR ALL

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Ready to Learn - School Uniform:

Students should attend school in full school uniform, and should wear their uniform smartly. This includes proper school shoes and school trousers. Make-up should be minimal and there should be no jewellery except a watch & a pair of plain ear studs; there should be no lines in hair, no false eyelashes or unnatural hair colours. Students who attend in incorrect uniform may have to borrow uniform in school to meet our standards, or spend time in the BIR until uniform issues are resolved. Any banned items of uniform such as jewellery will be confiscated, and an after-school detention will be issued.

Ready to Learn - Equipment:

We provide all students with a learning pack with all the equipment they need. Students should have their learning pack, plus any additional items they require such as work books, with them every day so there is no barrier to learning. Students are responsible for replenishing items they need in their learning pack if they run out; items can be purchased in the library or via the School Gateway app. Failure to arrive at lessons with the correct equipment will result in an after-school detention

Standards - Learning in the Classroom:

We want students to achieve the best possible outcomes; we therefore expect students to be 100% focused on their learning, 100% of the time. Any behaviour in classrooms which disrupts learning will not be tolerated. Students who disrupt learning will be removed from the lesson, and an after-school detention will be issued.

Standards - Respect for all:

Our school culture is built on the principle of respect. We expect students to follow staff instructions first time, every time. Defiance, the refusal to follow staff instructions or accept sanctions, is disrespectful to staff who are trying to do their job of keeping students safe and allowing learning to happen, and will be sanctioned with time in the behaviour intervention room or suspension from school. Students should treat each other with respect; we do not tolerate discriminatory and aggressive language or behaviour. Anyone involved in this behaviour will receive a serious sanction including exclusions, spending time at another school or permanently being removed from school.

Banned Items:

To support students being ambitious in their learning and remove distractions in school, alongside supporting student wellbeing, mobile phones should not be seen or used by students in the Academy building. Phones or earphones seen out or heard will be confiscated immediately and taken to reception; it can then be collected the following Friday by a parent/carer.

Other banned items in school include vapes, drugs or alcohol, cigarettes, and other items which could be used to harm either yourself or someone else. Anyone found with these items will receive a serious sanction including exclusions, spending time at another school or permanently being removed from school.

Sanctions in school:

If a student chooses to behave in a way which warrants a sanction, it is important that the sanction is immediate. To ensure we maintain consistency and high standards, sanctions will take place on the same day that the incident happens and are compulsory. Detentions run every day from 2:35 - 3:35pm. Additional sanctions include time in the behaviour intervention room, time at another school and suspensions.