



Science



INVESTORS
IN FAMILIES



Attendance and Rewards

at

Challney High School for Girls



A Booklet for Parents

Introduction

'... Students' learning and progress is underpinned by good care, guidance and support' — Ofsted 2010

As a parent you will be glad to hear that we encourage and achieve very high standards of behaviour at Challney High School for Girls. At our school all members of the community are encouraged to have respect for themselves, for one another and for their environment. In such a climate we are able to provide opportunities for achievement through purposeful learning.

Parental Support

It is really important that we all work together to ensure the best possible education for your daughter. We will keep you informed of her progress on a regular basis. For example we will hold parent consultation evenings when you can discuss issues and concerns with members of staff, as you can also on less formal occasions.

Ethos

- As this is a supportive, caring, friendly school every member of the school community should show courtesy and consideration towards each other
- Pupils and staff have the right to be free of discrimination or bullying of any kind
- Problems, arguments and disputes are best solved in a peaceful manner
- Everyone must be properly prepared and equipped so that lessons begin on time
- Positive behaviour should be celebrated and rewarded
- Pupils should display exemplary behaviour whenever they are in uniform or representing the school
- Everyone is responsible for their choice of behaviour.

Attendance and Punctuality

Good attendance and punctuality are essential if pupils are to fulfil their potential. We have a range of means of recognising good attendance. These include attendance certificates and a half-termly prize draw for excellent attenders.

Because attendance at school is so important we have a strict policy concerning leave of absence during term time. Holidays may only be granted if plenty of notice is given and the pupil's attendance is over 95%. If the pupil does not return by the date stipulated by the Headteacher she will be taken off roll.

Each week a notice indicating the form with the best attendance is displayed in the entrance hall and entered in the weekly bulletin for all pupils, staff and governors to read.

If your daughter is unwell you are asked to contact school by telephone on the first day of her absence to let us know that she will not be attending and the date you expect her to return. If you do not contact us we have an automatic dialling system which will keep calling you until we make contact with you.

Should your daughter's attendance record become unsatisfactory, the Education Welfare Service may become involved. Should your daughter have eight half days of unauthorised absences you would be subject to a penalty notice and a fine imposed by the Education Welfare Service which currently stands at £50 per parent/carer per child.

Further contact

If you wish to discuss your daughter's behaviour, attendance or any other aspects of her education please contact the school to make an appointment. If you cannot come in to school it is possible to arrange a home visit through our Home School Liaison Officer on 01582 571427. Home visits can be arranged with staff who speak community languages.

Consequences of Inappropriate Behaviour

Tariff	Examples of Behaviour	Sanction/consequence
C1	Disrupting the learning of others Incorrect uniform Running in corridor Forgetting equipment Not following instructions Using incorrect entrances and exits Littering in the classroom Chewing in the classroom	Warning Put it right—equipment, tie etc Record on monitor card
C2	Repetition of any C1 Chewing gum in the corridor Littering in the corridor Punctuality Food or drink in the wrong place Failure to hand in homework Forgetting monitor card Answering back	SLT lunchtime detention Record note on monitor cards Move pupil Form tutor report card Departmental detention system Cool off time
C3	Repetition of C2s Inappropriate language	Cool off time SLT lunchtime detention Departmental detention system Partner/teacher referral Department report card
C4	Persistent repetition of C3s Misbehaviour across subjects Truancy Smoking	Head of Year report Inform parents (KSLO, HSLO) via call and letter Internal exclusion and lunchtime detentions After school detention On call
C5	Repetition of C4s Disrespectful language or behaviour	SMT report card Behaviour contract Internal exclusion Parental interview
C6	Repetition of C5s Breaking a behaviour contract Fighting or abusive behaviour Theft Bringing in illegal or potentially dangerous items Sexist, homophobic, racist or other discrimina- tory language or behaviour	Exclusion

All C3s and above will require an incident sheet to be filled in by the member of staff.
When necessary school has the right to deal with incidents BEYOND the school gates.

Pupil Standards

1. Wear the FULL and CORRECT school uniform to identify yourself as a member of Challney High School for Girls community
2. Show consideration and GOOD MANNERS to those around you and you can expect the same in return
3. Follow the instructions of ALL members of staff IMMEDIATELY to avoid confrontation
4. Be on time to school and EVERY lesson ready to listen and ensure learning is taking place
5. Complete all classwork, coursework and homework ON TIME and to the best of your ability to ensure progress is made
6. Understand fighting and abusive behaviour will NEVER be tolerated under ANY circumstances as every pupil has the right to feel safe and secure within the school environment
7. Walk on the LEFT to avoid congestion
8. Move around the school sensibly and QUIETLY to ensure a calm learning environment
9. Use CORRECT entrances and exits to make it easier for all to move around the school
10. Understand that Challney High School for Girls is a GUM FREE zone
11. Only eat and drink in the DESIGNATED areas to ensure a clean and tidy school
12. Bring drinking water in a clear plastic bottle preferably with a sports cap to prevent spillage
13. Keep the school litter free to RESPECT the environment around us/you
14. LEAVE mobile phones in the School Office at the beginning of the day.

Rewards

We like to acknowledge hard work and improvement in work and behaviour and have a well established reward system for doing so.

Years 7 to 9 — Points

If your daughter is in Year 7, 8 or 9 she will gain points for good or improved work, for improved behaviour or for thoughtful, helpful actions. Girls receive certificates and other rewards for every 25 points and have their names put in the weekly bulletin for all pupils, staff and governors to see.

Years 10 and 11 — Credits

If your daughter is in Year 10 or 11 she will be awarded credits for outstanding effort, outstanding work or improved behaviour.

A girl who receives credits will have her name put in the weekly bulletin for all pupils, staff and governors to read unless she requests otherwise.

Credits are carried forward from Year 10 to Year 11. The girl who receives the most credits by the end of Year 11 will receive an award at the annual Awards Ceremony in the Autumn Term.

Inappropriate Behaviour

Drugs and Alcohol

The Governors have an agreed policy on Drugs Management which is available to parents on request.

Racism

At Challney, we endeavour to create a positive ethos of mutual respect. Consequently, any incident of racism would be treated as a very serious matter.

Sanctions

There may be times when your daughter's attitude or behaviour will be such that sanctions will need to be imposed upon her. Sanctions should be clearly understood by all and there should be no surprises at the consequences which result following inappropriate behaviour. We always listen to pupils and try to ensure that sanctions are fair and consistent. In instances of very poor behaviour pupils may be given an internal or an external exclusion.

Concerns about Sanctions

In the first instance, parents having concerns about a sanction given to their daughter should discuss the matter with their daughter's Head of Year.

Should the matter not be resolved to your satisfaction, the Governors' policy requires that all complaints must be made to the Headteacher.

Certificate Presentation Assemblies

At the end of each school year, Year Group assemblies are held at which certificates are awarded to pupils in each teaching group for effort, good work and progress.

The Awards Ceremony

The Awards Ceremony is held annually in the Autumn Term. It is designed to recognise and celebrate success including outstanding academic and sporting achievement.

The very highest achievers in each subject are awarded prizes for excellence and improvement.

Girls who achieved particular success in GCSE examinations the previous summer are also invited to the ceremony along with parents, carers and other representatives of the wider community.

Other awards, such as top achievers in Key Stage 3, the Governors' Award and Sports Colours, are presented at this time.

Year 7 Points

25 Points	Name on noticeboard	50 Points	Postcard home
75 Points	Choose a gift	100 Points	One day early lunch pass for you and a friend
125 Points	Early lunch pass for you and a friend – 1 week	150 Points	Local outing
175 Points	School Ambassador for 1 day	200 Points	Free cinema ticket/movie morning
225 Points	Gift Voucher	250 Points	Subsidised place on end of year trip

Year 8 & 9 Points

25 Points
Blue Sticker
Postcard home
Certificate in assembly

50 Points
Blue Sticker
Postcard home
Certificate in assembly
Early lunch pass 1 day + friend

75 Points
Red Sticker
Postcard home
Certificate in assembly
Early lunch pass 2 days + friend

100 Points
Red Sticker
Postcard home
Certificate in assembly
Stationery – pen or pencil with logo

125 Points
Green sticker
Postcard home
Certificate in assembly
Keyring

150 Points
Green Sticker
Postcard home
Certificate in assembly
1 week early lunch pass + friend

175 Points
Yellow sticker
Postcard home
Certificate in assembly
Box of chocolates

200 Points
Yellow Sticker
Postcard home
Certificate in assembly
Meal at Pizza Hut or similar, joint 8/9
Cut off date end of May

Year 10 & 11 Credits

25 Credits
Bronze Certificate awarded

50 Credits
Silver Certificate awarded & letter and phone call home

75 Credits
Gold Certificate awarded & Voucher Raffle – per term

100 Credits
Platinum Certificate awarded & badge

150 Credits
Diamond Certificate awarded with a letter which is presented by the Headteacher in assembly
Parents invited