



2 June 2023

Dear Parents & Caregivers,

Throughout the year we have taken the time to remind students of our expectations regarding their responsibilities for their learning. We encourage our students to be resilient, focussed and engaged in their education. Over the last year we have seen an improvement in students' attitudes to learning. Lessons are challenging in content and the pace is appropriate.

Before we return on Monday for the last term of the year, I would like to remind parents, carers and students of the expectations we have so that students return to school on Monday ready to learn.

**Travel to and from school:**

Whilst students travel to and from school they are representing Cleeve Park. I ask that their behaviour is the same as we would expect during the school day. Calm and respectful of the community.

It is important that if your child travels by public transport, they carry their Oyster card or travel pass. Without it, they will not be admitted to the bus.

Punctuality is an important trait for everyone in school life so please be reminded that students are expected to be in school for UPBEAT before 8.30am every morning.

**Uniform and equipment:**

Although most of our school community come to school well equipped and dressed appropriately I would like to remind all parents of the following expectations we have for all students. These are **not** new rules to the school and I ask that you support us with them. These expectations are to ensure that all students come ready to learn and allow others to learn without disruption. If you have any questions over jewellery/uniform/expectations, please contact your child's Pastoral Support Leader.

Last term we had a number of girls wearing false eyelashes and nails. These will always be challenged and I ask that as parents you check this before they leave home in the morning.

Issue	Rule	Consequence
Mobile Phones	Whilst on site, they must be out of sight	The phone will be confiscated. In the first instance it will be returned to the pupil at the end of the day After that parents/carers will need to collect it.  Please do not contact your son or daughter during school time. If it is an emergency, contact the school office

[www.cleevepark-tkat.org](http://www.cleevepark-tkat.org)

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Headteacher: Mrs Alex O'Donnell  
Company Registration Number: 7348231



Jewellery	Only a watch may be worn	The jewellery will be confiscated In the first instance it will be returned to the pupil at the end of the day After that parents/carers will need to collect it.  Ear piercing will need to be done at the beginning of the summer holiday
Electronic equipment such as headphones	Whilst on site, they must be out of sight	The equipment will be confiscated In the first instance it will be returned to the pupil at the end of the day After that parents/carers will need to collect it
Full school uniform to be worn	Shoes <b>not</b> trainers* Tie School jumper/cardigan Blazer Coats and jackets are not to be worn <b>instead</b> of a blazer	School detention given for non compliance
Make up, nails & lashes	No false nails, coloured varnish or false lashes to be worn  Make up should not be worn	Lashes/Nail varnish/excessive make will be removed  Persistent use will be sanctioned through the Behaviour Charter
Equipment	3x blue/black pens 2x pencil 1x ruler	Behaviour point 30 minute detention for non compliance.  If students have an issue with the equipment they need to see their pastoral support lead during UPBEAT
Students must follow instructions first time	Students will have 3 clear warnings.	See Behaviour charter

\*Unless for medical reasons - evidence MUST be provided

School detention system:

15 minute detentions with class teacher

30 minute after school detention Monday - Friday

60 minute Leadership detention

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If detention fails to have the impact required i.e they continue to use a phone, wear jewellery/false lashes/nails, they will be placed in the IER. If students refuse to hand over any items such as earrings, phones they will be placed in the IER.

These standards and expectations, whilst they may seem minor, are important in keeping students focused on learning.

So, to conclude, I am looking forward to another successful term at Cleeve Park School. We continue on our upward journey where expectations are high in both academic and personal standards.

Kind regards



Alex O'Donnell  
Executive Headteacher

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