



St Catherine's Catholic School

Home School Agreement

Learning Partners' Expectations



**Be Ready, Respectful
and Safe**

**Our school behaviour code bases all expectations for conduct around the core purpose of being
Ready, Respectful and Safe.**

Staff Expectations as a Partner in Learning

As a staff at St Catherine's, we pride ourselves on being a community of faith based on mutual love and respect. We seek to offer opportunities for all learners on their discovery of talent, potential and aspirational goals. Here at St Catherine's, we encourage our learners to make positive and impactful contributions to society, living out, with pride, authentic Gospel values. We foster learning environments where students demonstrate readiness and eagerness to learn, grow and develop. We pride ourselves on fostering an atmosphere of mutual respect amongst staff and students alike. Safety is of the utmost importance and must be maintained for everyone at all times.

You can expect:

- ✓ We will provide opportunities for spiritual development through prayer and liturgy every day.
- ✓ We will nurture students to grow in love and respect, thereby living the Gospel.
- ✓ We will promote excellence in learning and develop the learning habits required for success in study.
- ✓ We will support access to the curriculum.
- ✓ We will set homework in accordance with the school policy.
- ✓ We will provide enrichment opportunities and a curriculum which educates in emotional and physical health and the expectations of citizenship.
- ✓ We will check, support, encourage and sanction behaviour which falls short of our expectations of ready, respectful and safe.
- ✓ We will provide an orderly, secure and well organised working environment.
- ✓ We will record and analyse attendance, punctuality and behaviour and inform parents/carers when there are concerns so that we can work together on addressing the concerns.
- ✓ We will give first attention to good conduct, rewarding and encouraging those who keep choosing the right actions and attitudes.
- ✓ We will maintain professional courtesy towards you.
- ✓ We will always try to reply to you as soon as possible within working hours or let you know when we are able to follow up if that is not possible.
- ✓ We will do all that we can to support the spiritual, physical and emotional needs of your child.
- ✓ We will place the highest value on safeguarding your daughter.
- ✓ We will communicate with you to keep you informed of progress through reports, parents' evenings and other opportunities as needed.

Parents/ Carers Expectations as a Partner in Learning:

We seek to create systems which encourage and train our students to work effectively towards their studies and to build a community in which a student can thrive in a respectful and safe environment. Upon admission to the school, as parents/ carers you agree to:

- Show and explain your explicit support for the behaviour expectations we have explained to you, including uniform rules which have been shared with you.
- Attend parents' evenings, reviews and behaviour meetings as requested.
- Praise and celebrate the good behaviour and conduct, excellent study habits and efforts of your daughter.
- Ensure that your daughter attends school; attendance is critical to her successful development and progress.
- Send your daughter to school on time. She must be in the school playground by 8.30am. If she arrives at 8.30am or after she will be marked late and the appropriate sanction given. Assembly/ form time will begin at 8.35am.
- Sign and check your daughter's homework planner each week, reading comments and notes carefully so that you reinforce and support messages from the school about expectations.
- Ensure that medical forms are completed in the planner and kept up to date.
- Communicate important information to the form tutor or Head of Year, particularly where it may affect your daughter or require additional support from the school.
- Read Contact (our weekly newsletter), written correspondence or emails from the school. Please ensure that your e-mail system recognises and allows mail from the school. You must ensure that it is possible to contact

you in the day. You must keep contact information up to date and inform us of changes, even if temporary, to where your daughter is resident.

- Ensure that detentions set are completed when set in advance. Please note that a student can be kept for 20 minutes without prior notification. Detentions are given as a sanction for not being ready, respectful or safe.
- If you wish to contact a member of staff you must make an appointment by telephoning the reception or e-mailing admin@stccg.co.uk and stating the name of the member of staff and your reason for contacting them.
- On arrival all visitors should report via the main entrance of the school to the reception. This is part of our safeguarding procedures. If reception staff are unable to deal with your enquiry, they will pass it on to the relevant member of staff and parents/ carers must then leave school site.
- Expect to treat all staff and pupils in the school with respect and to ensure that all meetings and calls are directed in a calm and polite way to staff.
- Monitor your daughter's movements before and after school and give due regard to her conduct using mobile phones and social media.
- If the planner is lost, it must be replaced at the cost specified by the school.
- Breakages, losses or vandalism— full or partial cost of breakages or losses arising from students' poor behaviour will be passed on to the parents/carers e.g. broken windows, doors, furniture, fire extinguishers or equipment.
- Ensure that you support the school rule that students are not allowed in shops before or after school on school days by not giving your daughter money to take to school.
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Student Expectations as a Partner in Learning

1. Students are respectful to all members of our school community.
 2. Students must follow instructions the first time they are given for the safety of ourselves and others in our community.
 3. Students move around our school in a safe way and are respectful of lessons going on.
 4. Students are ready for our lessons, form time and assembly by ensuring that they are punctual.
 5. Students wear uniform correctly and with pride so that they are ready to learn, including blazers at all times unless otherwise instructed by the Headteacher.
 6. Students complete all classwork and homework on time and to the best of their ability so that they are ready to build on their potential.
 7. Students come to school prepared with the correct equipment for the day so that they are ready to learn.
 8. Students are respectful to our school environment, picking up litter where they see it and leaving classrooms and communal areas tidy.
 9. Students' mobile phones are always OFF and when 'on site, out of sight' so that they are ready to learn in lessons and spend quality time with their friends during social time.
 10. Students respect our school buildings and only eat at break and lunch time in areas where food is allowed and they know that chewing gum, sweets and fizzy drinks are not allowed. The food we bring in is for personal consumption only.
 11. Students must pass all school letters, messages and their planner notes to parents and return replies promptly.
 12. Students should let someone know if they have worries or concerns to allow an adult to support and intervene appropriately.
- **Students must carry the Conduct Card at all times (in their blazer) to encourage everyone to keep to this commitment to good conduct. Any member of staff can ask for this card. Good conduct is rewarded through merits and the prize draw.**
 - **Students must accept that a member of staff's word is final.**
 - **We do not answer back or ask a member of staff to justify their requests. A suitable time for further conversation may be found.**

Keeping Children Safe: Parents/Carers.

You must adhere to these expectations in order to keep your daughter and other students safe:

- We strongly advise that students do not bring money or valuables into school. The school has a cashless catering system and you would be notified in advance if we had a charity event for which money may be required.

- All uniform, including PE uniform, should be labelled clearly.
- If there is a medical reason why a student cannot participate in PE, a note should be written to the subject teacher. All students are expected to wear PE kit, even when they are not participating.
- If your daughter has to have any medication during the day, a note should be sent in giving details and the medicine left at the main office. Medication must be in its original packaging with your daughter's name on it.
- Asthmatic students need to have a spare asthma pump in school; this should be clearly labelled in an envelope and kept in the office. Students who use an EpiPen should also leave one clearly labelled in an envelope in the office.
- Report safeguarding, mental health and wellbeing issues and bullying to the school to ensure everyone is safe and looked after.
- Only give sanctions at home which are within the law of the land.

Items not to be brought before, to or after school

We want our students to be happy, healthy and safe. The following items are not allowed to be brought in to school. Any member of staff has the right to confiscate and, where necessary, dispose of the item in question.

Jewellery / fashion items such as headscarves and sunglasses, fashion glasses, coloured or cosmetic contact lenses	Birthday balloons, tiaras, sashes. These items should be saved for celebrating at home and / or at the weekend. 1 birthday badge may be worn on the blazer. Birthday gifts should not be exchanged in school
Ipods, MP3 players, smart watches or any other device which can be used for electronic communication	Any other item that may cause distraction from learning or compromise the safety of students and staff
Cigarettes, E-cigarettes and lighters	Fizzy drinks / energy drinks / drinks in cans
Illegal substances of any sort	Make up, lip gloss and excessive use of Vaseline/cream.
Flammable substances, aerosols including hairsprays, body sprays and deodorants	Aerosols and perfumes cause asthma attacks as well as being flammable and so they must not be in school
Knives or any other item, which could be used a weapon	Large bars of chocolate, family size cartons of juice, large containers or bottles of drink
Large, "sharing-bags" of crisps and snacks, boxes of cakes, packets of biscuits, bags of doughnuts, large cakes	Any other consumable that is unsuitable for the dietary requirements of an 11-16 year old student
Chewing gum and sweets	
Remember: Mobile Phones should be "on site, out of site". Any mobile phone used or heard will be confiscated. The school does not accept responsibility for loss of any mobile phone. Mobile phones (including the SIM card) must ALWAYS be completely switched OFF on site . If they make a sound in school/in class, they will be confiscated. Parents/ Carers will receive a letter and be invited to come in to collect the confiscated phone during working hours.	

Confiscations

Our school behaviour policy gives authority to any member of staff at school to confiscate items such as those listed above. When a teacher requests an item to be given to them to be confiscated, this must be done immediately by the student. Perishable items will not be stored.

Failure to follow the reasonable instructions of the Headteacher may result in a fixed term exclusion in accordance with the school's behaviour for learning policy.