



HUNGERHILL LANE
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14 May 2021

Dear Parent/Carers,

I am writing to share with you a small number of changes following the lifting of some of the Covid restrictions and a reminder of some of our current systems which we are aiming to re-establish.

Uniform & PE Kit

We are pleased to announce that Year 9 changing rooms will be open from Monday 17 May and Year 10 will be open from Monday 24 May. PE kit should be brought in bags as before. To ensure we maintain our high standards, any student who is not in the correct uniform will be issued with a 30-minute detention.

Face Masks

Face masks will be optional from Monday 17 May in classrooms. They will still be compulsory in communal areas as it is not possible to maintain social distancing in these parts of the school.

Entry to school, Lateness and Punctuality

The staggered start will remain in place as per the guidelines but from Monday 7 June, straight after half term, all students should use the main entrance to enter the school site. All students are expected to arrive on time, but we are aware sometimes that lateness may be unavoidable due to medical appointments. We ask you to contact the school/Attendance Officer as soon as possible or bring your appointment slip with you. On occasions parents have taken responsibility for their child being late for example, traffic or other circumstances. We empathise with parents but due to an increasing number of calls and notes excusing lateness we are still required to apply the policy on late to school which is a 30-minute detention. Thank you to 97% of students who have never been issued with a late mark.

Mobile Phones

We advise students to leave their mobile phone at home, however we understand that they may be useful on the journey to and from school. We are, therefore, happy for students to bring their mobile phone to school with them if necessary. However, from crossing the blue line at the gate in a morning, the phone must be switched off, in their bag, until they cross the blue line again on their way out at the end of the day. It is a potential safeguarding risk for students to have their phones out during the school day. If your child is caught using their mobile phone in school without permission from a member of staff their mobile phone will be confiscated, and they will receive a 30-minute after school detention. If your child needs to contact home during the school day, they can do so by speaking to their form tutor, Head of Year or asking at the student reception. It is also important that we let you know that if your child decides to bring their phone into school that they do so at their own risk, which means the school will not be able to take any responsibility for phones that are lost, stolen or broken.



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Supporting the school to maintain its high standards

Uniform, late and mobile phone 30-minute afterschool detentions will be issued on the same day and parents will be notified by text message. If there is a genuine reason why your child cannot stay after school for a detention on that day, please contact reception who will move this to the next day. Please do not contact the school to take responsibility for your child's uniform, mobile phone or punctuality. We empathise with parents that sometimes they feel that the responsibility lies with them, however, we need to prepare students for life after Hungerhill and make them accountable for their actions. Therefore, your child will still be required to attend their detention and additional sanctions will apply for any student who refuses to attend.

Attendance and Appointments

Hungerhill expects all our students to achieve a minimum of 97% attendance which is no more than 5 days absent from school in a year. Please be aware that we require you to contact school each day that your child is absent. You can notify the Attendance Office by phone call (you can leave a message 24 hours a day) or email absence@hungerhillschool.com. Absence for 2 days or more may not be authorised without medical evidence. If your child is absent for 2 or more days, we may make a safe and well visit, even if we have a reason for absence.

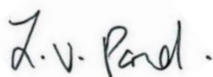
Please arrange all appointments outside the school day wherever possible. If you do need to make an appointment during school hours, please can you ensure you book it early or late in the day as possible. If this is unavoidable, ideally students should attend before their appointment, sign out and return to school after their appointment. It is essential that your child is present for morning and afternoon registration which is taken at 8:40am and 1:10pm respectively. Attendance marks cannot be given if they are not present at these times.

If the appointment is early and your child will not be present for morning registration, please notify the Attendance officer, write a note in your child's planner and send in confirmation of the appointment in with your child. Without notification on arrival your child will be marked unauthorised late, and your child may receive a detention for late arrival.

A full day's absence will not be authorised for a medical appointment, unless it is a medical appointment lasting the full day and copies of the appointment cards/letters have been sent into the Attendance officer.

I would like to take this opportunity to thank parents for their continued support in helping the school to implement these high standards which are the foundation for a conducive learning environment.

Yours sincerely



Mrs L Pond
Headteacher



Mrs S Parker-Browne
Deputy Headteacher



Mr P Storey
Deputy Headteacher



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