

Dear Parents/Carers

Please take a few minutes to read this letter as it contains useful and important information and news.

### **Arrangements for new Year 7s for the start of term, Tuesday 3<sup>rd</sup> September 2019**

8:35-9:00	Report to the Hall for a welcome assembly
9:00-9:55	With tutors to receive timetables, etc
9:55- 10:30	Early/extended break
10.30-11:45	Lessons begin
11:45-11:50	Lesson changeover
11:50-12:55	Lessons as usual
12:55-13:45	Early/extended lunch
13:45-15:00	Lessons as usual

### **Contact with the school**

For all student-related matters please contact Mrs Hammett, the Year 7 Student Support Assistant, in the first instance, on extension 2290 or via [amanda.hammett@hdhs.school](mailto:amanda.hammett@hdhs.school)

Please note that if you wish to meet with a member of staff that this must be by prior appointment only.

Should you need to drop any items at school, forgotten PE kits etc, you can leave them at the main reception and they will be collected. Students arriving late to school must buzz at the gate for entry and sign in as they go through the main reception.

### **Equipment/Mobile Phones**

Students need their ID cards for exams and for purchasing food from The Lighthouse (canteen). Please ensure that, along with their pencil cases, planners, bags and equipment, these are carried every day. Mobile phones are brought to school at students' own risk. They should not be seen or heard during lessons or moving from class to class. If seen or heard during/between lessons they may be confiscated.

### **Homework**

We welcome the support of parents in ensuring that students complete their homework to a high standard and hand it in on time. Homework is an essential part of school life. It has been widely recognised in the school as important in helping secure strong outcomes. As students move through the school it becomes increasingly important that they develop independent learning skills. Young people are now expected to be in education or training until the age of 18 and if they are to be successful in their chosen fields they must be capable of driving their own personal study. Homework is good preparation for this. Establishing good routines at home is key.

The recommended homework timetable for Year 7 and 8 students is as follows:

- Up to 1 hour per week in English, Maths, Science, French, History and Geography.
- In all other subjects homework may be set as appropriate (up to 1 hour per fortnight per subject).

This amounts to approximately 1 - 1.5 hours per evening. Parents can check what homework has been set on the Show My Homework website: <https://hdhs.showmyhomework.co.uk>

### **Rewards and Sanctions**

Praise and encouragement are highly effective motivators and I would like to ask for your support to reinforce rewards and on the occasions when we issue sanctions. We have a clear, stepped approach in addressing unacceptable behaviour. Behaviour is tracked on our computer system and this information helps inform and support any action we take with students, and will include discussions with parents and carers. We are fortunate enough to work with a variety of external agencies in addition to our own school staff. At appropriate times we will involve these agencies, your child and or yourself.

I ask for your support when dealing with poor behaviour. When there is a united partnership between school and home we are far more effective in changing behaviour.

Rewards take the form of 'Vivo Rewards' and are points based. Students may save and exchange their points in an online shop for a wide variety of rewards such as free school meals, mobile top-up vouchers, high street shopping vouchers, and iTunes vouchers. The more positive the behaviour, the more reward points are issued and, potentially, the greater the treats our students may choose.

### **Calendar**

A calendar with all essential dates is enclosed with this letter. Please look carefully at this and keep it safe for the year.

### **Consent Forms/Year 7 & 9 Photos**

If you have not already done so, please complete the data collection and consent forms sent to you at the end of term, and ask your child to hand these into their tutor on Tuesday 3<sup>rd</sup> September. Year 7 and 9 students will be photographed for official use on Monday 23<sup>rd</sup> September, and those parents that have given photographic consent will also have the opportunity to purchase these photos if they wish.

### **My Ed App**

Downloading the free My Ed app (details of which can be found at [www.myedschoolapp.com](http://www.myedschoolapp.com) ) will provide you with useful links to ParentPay, HDHS website, Facebook/Twitter, Vivos, Show My Homework and Parents' Evening appointment booking systems, all of which you will find useful for your child's education at HDHS. My Ed is also our preferred method of communication with parents. Please download this app now, and you will be able to link this to your child's record once they begin their education at HDHS.

### **Canteen arrangements**

If your child has any allergies please contact our canteen manager at [canteen@hdhs.org.uk](mailto:canteen@hdhs.org.uk) and she will be happy to discuss this with you.

The school operates a cashless catering system via ParentPay, details of which are enclosed with this letter. Cashless catering cards will be issued to students on the first day of term.

### **Parking**

If you choose to drive to and from the school to drop off and/or collect your child(ren), please DO NOT park in the yellow zig-zag lines. This can present a serious hazard for our students. Please respect our neighbours by not parking across driveways. The automated gate system recently installed restricts access for safety purposes, so please be mindful when entering and exiting the School site with a vehicle.

Best wishes to everyone for the new academic year. I look forward to students enjoying school and being successful as we continue 'Working, Learning and Reading Together' to provide a great education for every student.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Kate Finch'.

**Kate Finch**  
**Headteacher**