



# HOME SCHOOL AGREEMENT 2014-2015

Crofton Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment



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Dear Parent

The success of Crofton Academy is based on the partnership between the pupil, the parent, and the school. This Home School Agreement plays an important role in that partnership for it provides a framework that outlines mutual expectations. This document explains the aims and values of the academy, it spells out the academy's responsibilities and also what it expects from the pupils and yourselves. The process has involved consultation with parents, governors and staff at the school.

If you have any further queries please do not hesitate to contact us.

Yours sincerely



C Jackson  
Assistant Headteacher

# HOME SCHOOL AGREEMENT

**Together we will achieve**

## *Section 1*

Section 1 outlines the responsibilities and commitment of the school.

It also includes details of the complaints procedure and refers to key documents about school practice.

### **1. Legal Framework**

The School Standards and Framework Act 1998 requires all maintained schools to publish a home/school agreement and parental declaration. This document has been adopted by the Crofton High School Governing Body and is operative from 1 September 1999.

### **2. Standards in Education and Ethos**

- All pupils will be offered a broad and balanced curriculum supported by teaching and learning experiences of the highest quality
- Pupils of all abilities are valued at our school. Teaching and learning will be differentiated to meet pupils' needs and those with special difficulties will receive specialised focused support.

### **3. Information Sharing**

The school will provide a report on all pupils in all subjects at least once each year. Following the publication of reports, parents will be invited to school to discuss progress with subject teachers. All other events, school and social, will be advertised by letter, through the school newsletter and on the school website.

The academy welcomes any contact with parents either in person or by telephone at **any time** and expects to enter into real active partnership with all its pupils and parents.

### **4. Child protection**

The vast majority of children we teach give no cause for concern. However, should issues arise about a child's safety or well-being we have a duty to inform Social Services.

If Social Services are contacted this does not necessarily mean that you yourself are suspected of giving rise for concern. All schools have this duty and all have a 'nominated person' who is responsible for child protection.

Mr C Jackson is the 'nominated person' with other staff taking this responsibility in his absence.

For its part the school will contact parents to discuss any matter of concern which may arise.

## **5. Attendance and Punctuality**

Crofton Academy aims to create an ethos of good attendance and punctuality. We ask for parental co-operation in doing their best to ensure that pupils present themselves on time and in the event of an absence to always send a note or telephone school with the relevant information. The school is proactive in following up absent pupils and as a parent you may be contacted, if your child is absent from school, to ascertain the reason. It should be noted that only the school can authorise absence.

A growing national concern affecting pupil's education is the amount of holiday leave taken during term time. As a school we feel it has a disruptive effect on the continuity of learning. The legal position as of September 2013 is that requests for holiday will not be granted.

## **6. Healthy Schools**

As holders of the Healthy Schools Award, we place great value on the health and welfare of our pupils.

We work in close partnership with Kingswood Caterers to ensure all pupils have the opportunity to choose a healthy balanced diet. Future developments will not only sustain this opportunity but will work towards the inclusion of a greater variety and increased access to healthy foods and activities.

## **7. Complaints procedure**

All complaints in the first instance should be addressed to the Headteacher and will be dealt with as a matter of urgency.

If matters are not resolved following discussions at school a Complaints Form can be obtained from reception. On completion, this should be returned to the Chair of Governors at Crofton Academy.

It is now important that you read the enclosed booklet, Crofton Academy 'Behaviour Policy' which outlines the schools expectations on aspects of:

## **8. Searching**

Teachers have the right to search pupils if they believe that the pupil is carrying something which should not be brought into the academy. (Alcohol, Illegal Drugs, Weapons) At Crofton Academy any teacher may search a pupil, if that pupil gives their consent. (Empty their pockets or their bag) However the headteacher has directed that members of the leadership team and all Year Group Managers may search pupils without their consent, if it is suspected that a pupil has in their possessions, alcohol, illegal drugs, weapons or stolen items.

When a pupil is searched it will be carried out by a minimum of two staff and the member of staff conducting the search will be of the same gender as the pupil being searched. The search must be conducted, wherever

possible, in private and must not involve the removal of any items of clothing which is next to the skin.

This does not include outer coats, jumpers, shoes, hats, gloves, scarves etc. The school reserves the right to involve the Police to carry out searches if they consider it appropriate.

Any weapons or drugs found will be handed to the Police. Alcohol will be disposed of.

## **9. The use of reasonable force**

Crofton Academy follows Government guidelines with regard to not maintaining a 'no contact policy'. We believe that there are occasions when it is necessary to have physical contact with a pupil.

For example: When demonstrating how to hold a musical instrument, when guiding a pupil in PE lesson with a particular technique, providing first aid treatment, etc.

All staff have the power to use reasonable force to prevent pupils from, injuring themselves, committing an offence, damaging property and to maintain good order within the classroom.

Reasonable force is described as, breaking up a fight, guiding a pupil by their arm, restraining, blocking a pupil's path. This action would only be taken in extreme cases and only when all other avenues have been exhausted. If the academy has to use reasonable force on any pupil the parents of that child will be informed by the academy.

- **Behaviour**

Please note in particular the section on the Code of Conduct which outlines behaviour expectations:

- In the classroom
- When out in the community
- When traveling on the bus you must observe the code of conduct as outlined in the *Metro Student Guide*. (Copies available from school)

- **Homework**

The school believes that homework is an essential part of pupils' learning. We feel it is important that parents work with the school in ensuring that your child completes the homework set and returns it on the expected day. The Homework Policy procedures are outlined in the Behaviour Policy.

## *Section 2*

This section refers to the partnership with parents.

**As parents working in partnership with the school we expect you to:-**

- Support the school's policies outlined in the 'Behaviour Policy'
- Contact school with any concerns regarding your child's well-being at Crofton Academy.
- Anticipate contact from the school regarding your child's education and welfare.

Signed



J Horsley BSc (Hons) MEd  
Headteacher

Signed



C Stevenson  
Chair of Governors

**Home School Agreement**

We the parents of \_\_\_\_\_ have read and understand the Home School Agreement. We are happy to sign this agreement to demonstrate our support for our child and the work Crofton Academy is trying to do.

Signed \_\_\_\_\_(Parent/Guardian)

**Please return this page to school**

*Tear Here* .....*Tear Here* .....*Tear Here* .....*Tear Here* .....*Tear Here* .....