

5 September 2018

Dear Parent / Carer

I hope you have had a very pleasant summer and that your child is looking forward to returning to school. I would like to take this opportunity to remind you of some key information from the end of last term, to share with you some of the priorities for the school this year and highlight some more specific information for Year 11 children and families.

You will recall from the end of last year that we wrote to you with regard to two new policies that are central to our school improvement work. The Guiseley School Behaviour & Discipline Policy is now at the heart of much of our pastoral work and is available on the school website. We have covered this policy in detail with students today and would encourage you to discuss the changes with your child. Similarly, Attendance will remain as a school-wide priority next year and will be led by Mrs Probert, Assistant Headteacher. The policy was shared in July and will be available on the website over the coming weeks. Can I please take this opportunity to remind you of the importance of great attendance and that the work to ensure attendance in line with our target of 97% for every student starts today. Every day matters!

Your child has today been issued with a brand new planner. In line with both the Behaviour and Communications policy, we rely on planners to record key information and as an explicit link between home and school. You, and any teacher, should be able to open the planner on the correct week and get a strong sense of how your child is doing through the number of 'stamps', the number (or lack of) negative comments and the other records. For this reason, we are asking that all planners are signed weekly and kept in immaculate condition. If a planner is damaged or we find graffiti on them, we will ask students to purchase a new planner at the cost of £5. Should this happen more than once, it will be managed in line with the Behaviour & Discipline Policy. In line with the new Communications policy, any communications or concerns that are not addressed through the planner should be sent via info@guseleyschool.org.uk where it will then be redirected to the most appropriate colleague or department.

The Key Stage team are looking forward to welcoming Year 11 back to school. You will recall that the Key Stage team now consists of Mr Adams (Key Stage Co-ordinator), Miss Forshaw (Assistant Key Stage Co-ordinator) and Miss Quillan (Key Stage Behaviour Support Worker). Please note some key dates of events for Year 11 students within the first term, shown below.

- 1 October: Year 11 Revision Workshop
- 5 November: Start of Year 11 Mock Exam process
- 12 December: Year 11 Parents Evening

Again, I hope you had a great summer and are looking forward to returning to school. We are excited about the changes that are taking place and are confident they will make a significant difference to the quality of every child's education and experience. As always, if you have any questions, please don't hesitate to contact a member of the Key Stage team in the first instance.

Kind Regards

M. Adams

Mark Adams
Key Stage 4 Co-ordinator