

5 September 2018

Dear Parent / Carer

I hope you have had a very pleasant summer and that your child is looking forward to starting their time at Guiseley School. I would like to take this opportunity to extend a warm welcome to you, to share some priorities for the school this year and highlight some more specific information for Year 7 families.

You will recall from the Information Evening that our new 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 remains as a school-wide priority next year and will be led by Mrs Probert, Assistant Headteacher. The policy 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 7 into school. Due to a staffing change leading to Annie Adams taking the role of SENCo for the school, the Key Stage team now consists of Hannah Ogden, Catherine Lowe and Rod Wark, however, Mrs Adams will continue to support the transition of Year 7 students as part of her new role.

Below are some key dates and reminders for you to be aware of in the first term:

- CATs (Cognitive Ability Tests) will take place for all Year 7 students across the first 3 weeks
- Year 7 photographs are taking place on Monday September 10th
- Year 7 Parents review afternoon is taking place on Wednesday October 24th

Finally, a reminder that on Blue Wednesdays school finishes at 1345 to enable staff training to take place. We do offer a programme of activities after school but places will be limited. Mrs Probert will write to you with more information on this within the next week.

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

Hannah Ogden

Hannah Ogden
Year 7 Key Stage Co-ordinator