



23 July 2019

Dear Parents/Carers,

START OF TERM ARRANGEMENTS 2019/20

I would like to share with you some key reminders and updates that you should be aware of ahead of your child's return to school in September.

First Day

Students return to school on **Wednesday 4 September**. In order to ensure that students are fully prepared for the academic year there will be a focus on key expectations. Students should **arrive in full school uniform** and be **fully equipped**, ready to learn. Start and finish times on the first day will be staggered as follows:

Year 7:	Start: 8.30am	Finish: 2.30pm
Year 8:	Start: 10.10am	Finish: 1.00pm
Year 9:	Start: 11.10am	Finish: 2.00pm
Year 10:	Start: 10.10am	Finish: 12.45pm
Year 11:	Start: 11.00am	Finish: 1.35pm
Year 12:	<i>Enrolment by appointment</i>	
Year 13:	<i>Return to school on Thursday 5 September at 8.40am</i>	

Uniform

Your child should attend school in the [correct uniform](#) every day. Uniform will be checked each morning by form tutors, those students wearing incorrect uniform will receive a 20-minute lunchtime detention. We may also request that students return home to correct their uniform.

Main uniform: Crested item (jumper/and or blazer); plain white shirt; school tie

Trousers: Black, tailored only (i.e. no leggings or jeans); worn at the waist

Skirts: Black; at the knee or below

Footwear: Entirely black; plain dark socks/tights; no above the knee socks

Headwear: Plain woolly hat/cap for appropriate weather; hijab – black, grey, navy, white

Outwear & Coats: Dark coloured coats; no hoodies; no tracksuit tops; no jean jackets

Hair, nails, jewellery: Hair – naturally occurring colour; nails – natural only, no gels, artificial nails or nail polish; jewellery – only small studs in pierced ears, a watch

Equipment

It is important that students arrive to school every day properly equipped to learn. Equipment will also be checked each day by form tutors. Again, those students who come to school without their equipment will receive a 20-minute lunchtime detention. As a minimum, students should bring the following equipment every day:

Pens, pencils, ruler, rubber, pencil sharpener, colouring pencils, protractor, compass, scientific calculator, dictionary, reading book

Mobile Phones and Personal Electronic Devices

From September 2019, students **will not be permitted** to use their mobile phones and other electronic devices during the school day. If students do bring these devices to school, they do so at their own risk and they must be turned off and not visible or audible at any time during the school day, including break and lunch times.

There is a significant body of evidence that this has a positive impact on student wellbeing at school and I trust you will support us in reiterating this message to your child.

Attendance and Punctuality

Good attendance to school is key to your child's progress. Good attendance is considered 97% and above. Every day of absence reduces your child's attendance record by around 0.5%, with research showing a correlation between good attendance and good academic progress. In keeping with guidance from the Department for Education, **term time leave cannot be authorised**.

If a student's attendance falls to 90% or below they are considered 'persistently absent'. Further absences will be unauthorised unless medical evidence is provided. The matter will also be referred to the Educational Welfare Officer which could result in a fine and possible court action.

Students' good punctuality is important in making sure they start school and lessons well. If a student is late to school 4 or more times in one half-term, they will face escalating consequences.

If there is a good reason to report your child absent, please email khsattendance@kingsburyhigh.org.uk before 8.30am.

Other

A strong partnership between home and school supports students to achieve their best. I look forward to continuing working with you over the course of the next academic year and seeing you at parents' events. We have included a contacts sheet for the relevant year group (that is also available on our website) that you may wish to print off for your records.

I would like to take this opportunity to wish all of you an enjoyable summer break.

Yours sincerely,



Alex Thomas
Headteacher