



Mrs L A Gwinnett

EXECUTIVE HEAD - TARLETON ACADEMY,
WELLFIELD HIGH SCHOOL AND FROM
SEPTEMBER 2018 BURSCOUGH PRIORY ACADEMY

CEO ENDEAVOUR LEARNING TRUST



Mr P Trickett

ACTING HEAD OF SCHOOL AT BURSCOUGH
PRIORY ACADEMY
(FROM SEPTEMBER 2018)



Welcome to Burscough Priory!

INTAKE EVENING – INFORMATION FOR PARENTS

Form Time

- ▶ Form time: 10 mins in the morning and 20mins in the afternoon
- ▶ Form time follows a structured timetable, which includes checking uniform, diaries and correct equipment, setting personal targets and monitoring and ensuring student progress.
- ▶ There will be a weekly year group assembly during afternoon form time, where success is celebrated and relevant topics discussed

Attendance

- ▶ It is our expectation that all students aim for 100% attendance.
- ▶ In case of an unavoidable absence, an absence note must be sent into school. Without this, the absence will be unauthorised. It is the responsibility of parents/carers to inform school of absence before the start of the school day.
- ▶ 96% is the lowest acceptable level attendance before investigations commence by the attendance team.
- ▶ No holidays will be authorised during term time. Parents may face a fine.
- ▶ A late mark will be recorded after 8:55am
- ▶ Good attendance is recognised and rewarded in a variety of ways.

Homework Diaries

- ▶ All students receive a diary, which they must respect (no graffiti etc.)
- ▶ Diaries must be signed by parents/carers at the end of every week.
- ▶ Diaries will be signed by form tutors at the beginning of every week.
- ▶ Students are responsible for recording all homework set.
- ▶ If diary is lost, a replacement diary can be purchased for £4.
- ▶ If diary is lost within the school day, a diary sheet will be issued. Once the diary is found, the diary sheet must be stuck in.

Rewards and sanctions

- ▶ There will be a new Behaviour for Learning Policy for September 2018. This will be available on the website in summer.
- ▶ Rewards will be given lesson by lesson through points, postcards etc. Formal awards will be arranged each term set around positive behaviour and attendance. Subject awards and sports award will be completed annually.

Break/Lunch Arrangements

- ▶ Healthy snacks are available for purchase.
- ▶ A variety of hot and cold meals are available.
- ▶ £2.70 a day is recommended to buy lunch, including a drink.
- ▶ Water is provided in the canteen for students.
- ▶ Students may bring their own bottle of water. This can also be drunk in lessons (apart from where there is a health and safety risk, e.g. in a science laboratory). This may not be refilled during lesson time.
- ▶ Fizzy drinks and energy drinks are not permitted in school and will be confiscated.

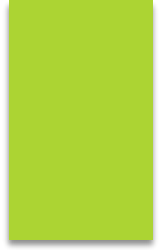
Cashless School/School Gateway

- ▶ All parents must register for School Gateway.
- ▶ All payment in school is made via Gateway, including for school lunches, for which a fingerprint alone is enough to make payment.
- ▶ Payment for all trips, calculators, replacement diaries etc. is made via Gateway.

Uniform and Equipment

- ▶ We expect all students to wear the correct uniform at all times.
- ▶ Shoes should be black leather/leather look. Trainers, even black ones, are not permitted.
- ▶ Students may wear a button up shirt, which must be worn with a tie, or an open neck blouse.
- ▶ Make up must be discreet and nail varnish is not permitted.
- ▶ Students may wear a watch and one pair of plain stud earrings in the lower lobe. No other piercings are allowed.
- ▶ Students must have correct equipment at all times: black pens, pencils, ruler, eraser, a wipe board pen, a scientific calculator, a pocket dictionary, a Spanish-English dictionary, a reading book and a homework diary.

Our School Uniform



PE Kit

Shoes



SCHOOL SHOES - need to be plain black leather/ leather-look. Canvas shoes are not suitable school shoes

Please note, Nike, Adidas, Vans, Converse etc. do not make school shoes.

Mobile Telephones and Other Electronic Devices

- ▶ If students choose to bring mobile telephones and electronic devices into school, it is at their own risk.
- ▶ Mobile telephones must not be seen or heard in school or they will be confiscated.
- ▶ If students need to contact home in an emergency or if parents need to contact their child, all contact must be made via the school office.



No large earrings, body piercings or bracelets.



HAIR/MAKE-UP: Extreme hairstyles and/or colours are not allowed. Makeup should be discreet and natural. Nail varnish and/or false nails are not permitted for any year group.

NO



NO

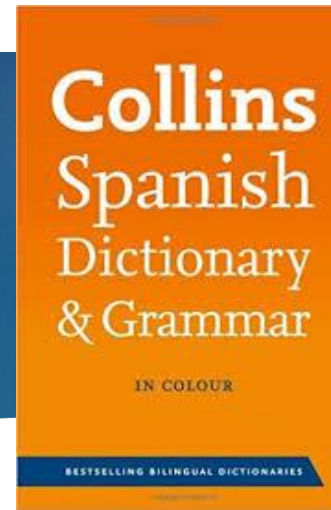


Full details in School Policy

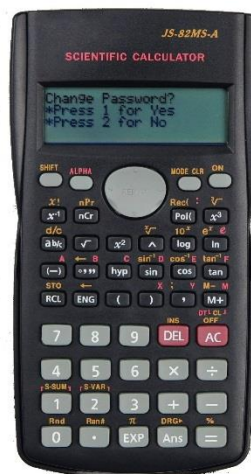
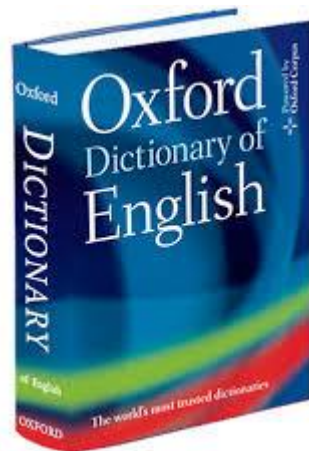


Equipment

All students should have a sturdy, suitable bag. **Graffiti is not allowed on bags and school books.**



It is essential that all students have a pocket **English** and **Spanish** dictionary and an appropriate reading book, of their own or from the school library, every day.



All students should have a pencil case containing: **BLACK** pens, pencils, ruler, eraser, sharpener, calculator (see below); wipe board pen.

Extra-Curricular Activities/Visits

- ▶ A sports timetable is released on a half-termly basis, where students can participate in activities outside of school hours.
- ▶ Some departments arrange educational visits. If this is the case, letters are sent home to inform parents of arrangements and whether any costs are incurred.



Finally.....

- ▶ If you have any questions or concerns, please contact the school office, who will direct your enquiry to the most appropriate person.