



Parent Guide





Welcome

Dear Parents and Carers,

A very warm welcome to Poole High School.

We are thrilled that your family is joining us and we look forward to getting to know you and celebrating many important milestones with you, as your child progresses through the school.



As a school we pride ourselves on the care that we provide for your children, while striving to give them every opportunity for success when they leave us. We are therefore relentlessly unapologetic about the high standards that we strive for every day. Please don't see this as a barrier to success for your child, but an incredible opportunity that your child will not encounter disruption to their lessons, unpleasant behaviour in break times and access to the highest standard of teaching.

There are always myths spread on social media of children receiving detentions because they sneezed or accidentally dropped their pen; this is absolutely not the culture in the school. Our children are engaged, positive and responsive in their lessons. Where there are some children who might not allow others to learn or to feel safe at break times, we will act swiftly to ensure others feel safe. This is not in place for children to fear the system, but to feel safe.

Throughout this information guide I would like to share with you reasoning behind some of our routines. This is shared with the intent of a mutual understanding why our practices are put in place, to look after the children, their safety and their education.

Warm regards

Mrs Sian Phillips
Acting Head Teacher
Poole High School



Where to find information?

Website; Our school website is populated with information relating to school life. There are dedicated parent and student sections where you can find a lot of information.

Planner; The student planner is updated annually, so has relevant information to the current school year. We recommend that you look through this at the start of the school year to familiarise yourself.

Google Classroom; We will add you to the year group google classroom within a few weeks of your child joining the school. On here will be information from the year office, progress leader team and subject teachers.

How to contact us

Our primary form of communication into the school is now through online forms. We completed a trial last year and have had overwhelmingly positive feedback from parents about the efficiency. Similarly in school we have found the efficiencies in the system have led to a significant increase in the time that pastoral staff can spend with children.

The forms are accessed via the front page of our website. We have found that parents can easily book mark this. There are separate forms for attendance, SEND and a pastoral form for year office matters.

The forms are monitored through the day and the information that you give us is acted on. Where we need to, we may contact you again for more information. Unfortunately, we cannot phone back all parents, but in the vast majority of cases this is not needed.

The team monitoring the form will ensure that the information you give us is logged and passed to the appropriate member of staff.

We know that this may appear a little impersonal to begin with, however I must assure you it is so that we can prioritise staff time being spent with the children. Parents have commented that issues are resolved in a very timely manner.



School Ready

We ask all parents to support their child in being school ready every day by using routines at home and supporting them in packing for school.

The website and planner both contain detail of what children are expected to bring every day.

We do these checks in tutor time every morning to ensure that lessons are not halted when a child has missing equipment. It is hard to express the frustration for a child, who could be on the precipice of understanding a valuable learning point, to have their concentration disrupted when another student has a missing piece of equipment and the teacher has to stop to go and find a spare for them.

We encourage you to do these checks daily with your child until the habit is established and they can complete their checks independently. Where a child has forgotten a piece of equipment we will lend it to them in registration. If it happens several times we will contact you to ask you to support your child in their organisation.

Uniform

We expect all children to come to school in the correct uniform. We check this each morning in tutor time. This becomes part of the habits that we are building for the children. Habits are an essential part of the learning journey through the school.

We value uniform as one of the key arms of our anti-bullying work. Where children are expected to wear the same there is no pressure to have the latest jewellery, trainers, or other additions. Children tell us of the pressures they feel out of school, mostly through social media of the latest trends and fashions. At school we want these pressures to be eased, therefore we expect all children to wear the uniform as per the policy every day.

If there is an issue, for example a child has forgotten their tie, or ripped part of their clothing on the way to school, we have spare uniform to lend out. This is laundered between being loaned and we have plenty to ensure that we are lending an appropriate size.

The checks that we do every morning are not done to be oppressive, but to reassure children that everyone will be wearing the same uniform with no modifications. The expectations for uniform are on our school website and in the student planner.



Learning

We work closely with a national teaching school and with other schools within Twynham Learning, to ensure the latest research underpins our curriculum. All students learn how their brain works and how learning happens. From their first day at Poole High, they are taught metacognition through targeted lessons, with all teachers modelling this in their subjects.

A key part of this is ensuring knowledge is easily recalled. When children can recall facts, it eases pressure on their working memory, making lessons more productive. Homework is central to this process, using knowledge organisers for self-quizzing. Your child will receive a knowledge organiser covering all subjects, and their homework timetable will specify which to quiz from each evening. Self-quizzing is a precise method that students are taught to follow effectively.

Throughout the year, we invite parents to information evenings to share the language and strategies students are learning, helping you support them at home. We will also teach you to self-quiz so you can assist your child.

Lesson Time

We support all students through routines and explicit teaching of metacognition, the science of learning.

A consistent lesson structure across all subjects reduces cognitive load, helping students focus on learning rather than minor distractions. By ensuring a calm environment, lessons remain uninterrupted, allowing teachers to build strong relationships with students.

Every lesson follows the same structure to engage and challenge students. They arrive knowing what to expect and what is expected of them, creating a secure learning experience.

If students challenge this environment, we apply our expectations system to help them and you understand their impact. This is not punitive but ensures all students access the calm, ordered learning environment they deserve.



On Call System

When a student does not follow instructions, the teacher gives a verbal warning. This carries no sanctions but signals that their actions are affecting learning.

We encourage parents to discuss classroom behaviour with their children, including issues like shouting out, talking over the teacher, or refusing instructions.

We track warnings, and most students self-regulate after receiving one. They recognise their impact and continue learning.

If behaviour continues, we use the on-call system. This happens when a student repeats the behaviour or engages in another disruption. The teacher informs the student, and a senior staff member collects them. They usually wait outside to avoid further disruption before moving to the on-call classroom, where they complete a reflection log and individual work under supervision.

At the end of the lesson, the student returns to class, and a same-day detention is set to reinforce expectations.

Detentions

When a child has been 'on called', for disrupting the learning in a class, the detention is set for the same day. This is in line with government guidelines.

While we understand this can be inconvenient, it is a sanction that needs to be learnt from. From the child's perspective it is better to complete the sanction the same day, so they can come to school the next day as a fresh start without ongoing awareness of the sanction being a distraction. While this may mean missing clubs and activities it is essential that all our children have the opportunity to learn in disruption free classrooms.

We encourage all parents to talk to your children to ensure they understand this consequence of disrupting learning. We can hear from parents whose children have told them 'they were set a detention for laughing'. If parents have already talked to their child about listening when they received a warning and not causing further disruption it reduces the need to set a sanction.



Social Times

Our standards of behaviour extend to social time and travel to and from school. We want all children to feel safe and so we teach children the impact of any unkind or hurtful behaviour. We encourage all parents to continue these conversations at home so our whole community lives out our ethos, of Value, Inspire, Empower.

At social time we give Year 7 students the exclusive use of The Pen area of the school, as we understand that initially secondary school can be a little daunting with older children. However we find every year that soon the children do not need this exclusive space as their confidence grows.

If children are not able to uphold the behaviour expected of them and let others feel safe we will give them a period of guided socialisation, with more adults present, in a smaller setting to help them learn the social skills needed for the playground.

Toilet Pass

Why do children need a pass to go to the toilet during a lesson?

With nearly 2000 children on site we are responsible for their wellbeing. As children see an average of 6 members of staff a day we need to spot patterns to keep children safe. This won't apply to most children, but we need to be aware of possible medical conditions or mental health concerns such as self-harm.

We do not want our toilets to be a place where children congregate in lessons as this is unsupervised. We hear of bullying and vaping in other schools and will not allow this behaviour to happen here. Therefore our expectation is that children use the toilets at break times.

We do understand that on very rare occasions there is an urgent situation where children need to use the bathroom immediately. We therefore have issued two toilet passes to each child in their diary. Please discuss this with your child to ensure they understand that these are for emergencies.

If a child has used their passes they can pop to their year office to request a replacement. Please contact the Year Office if there is a known medical condition.



Rewards

At Poole High School we have two rewards systems. One which is based on consistency, as we know positive habits are the foundation for success. We also recognise that students need rewarding for those moments of brilliance too.

100 Score - students are given their 100 score each half term. This takes into consideration their attendance, attitude towards learning, homework and behaviour. This reward focuses on consistency!

V, I, E points - students are given house points under 3 categories which are:

Valued - any action which is positive for the school community;

Inspired - demonstrating a positive attitude towards their learning;

Empowered - demonstrating their knowledge through retrieval practice or homework.

We celebrate success with rewards trips, golden ticket events, certificates and celebration assemblies. Students also collect their V, I, E points for their house.

House System

Your child will be assigned to a house. There are a significant number of school events where students can earn house points known as 'Interhouse Events'. These events take place across many disciplines from sport to chess!



Our Heads of House enjoy healthy competition whilst fostering a sense of community for both students and staff.