



Hinde House

3 - 16 SCHOOL

Creating excellence together

Secondary Phase, Shiregreen Lane
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Chair: David Drayson
Chief Executive Officer: Mike Westerdale
Executive Principal: Victoria Simcock
Associate Headteacher: Tammy Noone

12th December 2018

Dear Parent/Carer

We wanted to write to thank you for the overwhelming support demonstrated this term as we really focus on the basics that will help our students, your children, to excel.

Basic Expectations

It has been a busy half term at Hinde House and, as ever, we are focused on everyone being the best we can be. As such we are now reinforcing our insistence that basic standards be met in order to improve learning opportunities:

In order not to waste learning time, all students must remove their outdoor coats on arrival into the building - this way lessons can start promptly and everyone wins! To support this, we're purchasing 250 lockers for the school - 50 for each year group in the first instance. These are due for delivery on 7th January and will be available to students for the price of £5.00. This will be on a first come first serve basis. Additionally, all students will receive a school planner with their new timetable in January. That way, planners can be used to communicate with home easily and to aid students with their organisation. School timetables have changed as we have changed the timetable to eradicate some of the supply that we have had to endure this term. Clearly this is not acceptable and we are addressing it.

Mobile Phones

Can we also take this opportunity to remind everyone that mobile phones must be kept out of sight in and on the school premises. If seen, they will be confiscated and kept safe in Reception where students can collect them at the end of the school day. This rule applies to staff as well as students.

School Uniform

Our job is to try and prepare our students for life after school, whatever that might be and, as adults, in many roles, we have to wear a uniform - it shows respect, pride and a sense of belonging and that's what we want for all of our students here at Hinde House. So a quick reminder of our uniform expectations..

Students must wear:

- Plain black trousers or black skirts to school. Leggings, jeggings, trackies and jeans are not permitted.
- A white collared shirt with the school tie/logo on.
- A black V-necked jumper or cardigan - the school logo is optional.
- An optional black blazer.
- Plain black shoes with no visible logo only.
- Religious dress must be black and headscarves must be either plain black or plain white.
- Any jewellery or make up must be discreet.

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Shiregreen Lane
Sheffield S5 6AG

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Internal Exclusion

Please can parents/carers be aware that if a student is placed into internal exclusion then the hours of the school day are different to the normal school day. This will be communicated directly to parents involved. Internal exclusion starts at 9.45am and students must enter the school and report to school Reception. The day ends at 3.40pm for students in internal exclusion.

Attendance and Punctuality

If your child is not here, they are not learning and therefore cannot succeed. This is not acceptable. At Hinde House Secondary, we believe that every child can achieve and succeed, but they must be here to do that. Thus, in line with the DFE and Sheffield City Council's latest policy, we are no longer able to authorise term-time leave for any of our students unless under exceptional circumstances. If term time leave is taken, the absence will be recorded as 'unauthorised' and may result in a fine being issued in line with the Sheffield Local Authority guidelines. We do not expect parents/carers to take students away from valuable learning as we do have 13 weeks' holiday per year. Furthermore, I need to inform you that, with immediate effect, any absence of 20 days or more may result in your child losing their place at Hinde House Secondary. You will then need to re-apply for your child's place through the Admissions Department at the Local Authority. You need to be aware that places may no longer be available in your child's year group as we have a waiting list and, as such, it is likely that you will be given a place at another school.

In addition, as part of our drive to improve attendance, students must have a least 95% attendance to be able to go on school trips, access rewards or represent the Academy in events during the school day.

Please can parents/carers also note that the school day starts at 8.45am. From 9.00am onwards, the school doors will be locked from the outside and any latecomers must enter the building through Main Reception. Their names will be recorded and tardiness will be addressed.

Senior Leadership Team

As the leadership has changed over the last 12 months, we would like to remind parents/carers of who is who:

Vicky Simcock: Executive Principal:

Tammy Noone: Associate Head

Brendan Roy/Mr Chris Hunt: Associate Vice Principals

Mark Finnigan, Mark Clempson, Fiona McLeod and Nicole Martinson: Assistant Principals

Stakeholder Views/Parent Drop-in

Following the recent parent/carer drop in session, please can parents/carers note that there is another parent/carer forum scheduled for Tuesday, 22nd January 2019, at 5.00pm. We would very much like to invite you in to discuss any concerns or raise any issues that you feel we ought to be addressing.

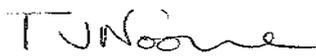
End of term arrangements

The school will close on Thursday, 20th December, at the usual time of 3.10pm and will re-open on Monday, 7th January. Thank you for all your support this year and we wish you all a peaceful break and our very best wishes for 2019.

Yours sincerely



Mrs V Simcock



Ms T Noone



Mr B Roy



Mr C Hunt



Mr M Finnigan



Mr M Clempson



Mrs N Martinson



Ms F McLeod

