

Dear Parent/Carer,

Thank you for your support this half term. The new term begins for all students on Monday 4th November and all students should arrive on site by 8.25am. It is important that you speak to your son/daughter over the holiday about key changes that will take effect from the moment of their return as detailed below and to remind them of our continued high expectation.

Excellence in Uniform Standards:

We expect all students to ready and smart.

- Plain black shoes are the expectation for all students; boots, trainers and pumps are not acceptable and will be challenged.
- NO hooded sweatshirts, jackets or any other 'informal' tops are allowed and will be confiscated; NO caps (baseball/beanie and others) are allowed on site and will be confiscated;

Incorrect uniform will be challenged on arrival at the JQA by senior staff at the Student Entrance or Reception.

Excellent Learning Habits: Ready, Respectful, Safe

We expect all students to be on time every day and for all lessons. We abide by our 'Ready, Respectful, Safe' Code of Conduct which is attached overleaf, and you can find in your child's planner on p10 as well as on our website. This makes our rules clear. Some key changes this half term:

- Students should arrive at 8.00am and enter via the Student Entrance. The school will not be open before then unless advanced permission is sought by parents/carers from senior staff. Students should leave site by 3.15 if not involved in an organised academy after-school activity or serving a consequence as a result of breaking our Code of Conduct.
- A 'warning whistle' will sound 3 minutes before the bell to signify the start of tutor time/assembly each morning as well as the end of break and lunch. Students will need to ensure they are arriving at their desks by the time the bell sounds to signify the start of learning or they will be marked as 'Late' by their teachers. 3 instances of 'Late To Lesson' will incur a 60 minute consequence from their Form Tutor.
- Sugary drinks such as 'Koolade' are banned at the academy – as is the buying and selling of these items. They will be confiscated and destroyed if seen.
- We are a 'no touching school'. Pushing, shoving and boisterous behaviour will not be tolerated and will be sanctioned with a same-day after school detention for 60 minutes.
- Students are allowed in designated areas at social times – any students caught 'out of bounds' will be issued with a sanction by their Head of Year.
- The game known as 'Coin Up' is now banned at the academy and students who play it will be sanctioned with an after-school detention.

We thank you for your ongoing support to ensure continued excellent behaviour for learning and attach a reminder of our simple school rules, presented as our new 'Code of Conduct.'

Yours faithfully,



Mr G Williams - **Headteacher**



JEWELLERY QUARTER ACADEMY

CODE OF CONDUCT

READY

- We always wear correct and smart uniform at all times.
- We always attend school and all lessons on time.
- We always have the right equipment for learning.
- We make the most of all opportunities for learning.
- We show effort towards academic achievement by completing work and homework on time.

RESPECTFUL

- We use good manners and are kind to everyone at all times.
- We speak and act respectfully to all, representing our school positively.
- We keep the school tidy and litter free, not eating in classrooms.
- We always follow all instructions first time, every time.
- We listen carefully when an adult or another student is talking.
- We show respect for school property and others' property in the school community.

SAFE

- We always walk quietly, calmly and purposefully.
- We are always in the right place doing the right thing.
- We drink only water to stay hydrated and healthy.
- We keep our hands and feet to ourselves, respecting others' space.
- Our mobile phones are not seen or heard on site.
- We report any concerns to an adult.

CORE **JEWELLERY QUARTER ACADEMY**

COLLABORATION • OPPORTUNITY • RESPECT • EXCELLENCE