

1<sup>st</sup> April 2021

Dear parents/carers,

### **Re: Summer Term**

As we move towards the end of term, I wanted to write to you with a few notes in preparation for the Summer Term.

Firstly however, I want to put on record how proud I am of everyone within the JOG community as we worked together facing adversity and disruption during the strangest term that I can remember. I am extremely grateful for the support that so many of you have shown for the school, as we have worked hard to provide the best possible education in difficult circumstances. I know that the staff, who have been working tirelessly and with admirable dedication, really appreciate the many messages of encouragement and praise that have been sent in. Of course, I am also extremely proud of the resilience our students have shown throughout the term as well as their adaptability to changing circumstances as we moved between remote and face-to-face education.

### **Uniform**

We are aware that, during the most recent lockdown, some students have grown out of some items of uniform and struggled to replace them; either because stock has been low online or that shop closures have meant trying things on has been impossible. For this reason, we have taken a pragmatic approach over the past few weeks where there have been issues with uniform.

However, we continue to be a uniform school and expect all students to adhere to our standards of uniform and conduct. With shops set to reopen on 12<sup>th</sup> April, I wanted to give you fair warning that after the Easter Holidays, it is our expectation that **all students will be in full, correct uniform and comply at all times** with our uniform code of conduct.

I have listed in Appendix A below, some of the key points from our Uniform Policy, setting out what we expect during this time of year. Whilst I know it is exciting that non-essential shops and hairdressers are reopening, please do not put your child in a difficult position by allowing them to have extreme hairstyles, colours, nails, piercings or anything similar that does not adhere to our policy. We will be clamping down on students who fail to comply. Therefore, we would appreciate your support in ensuring that your child returns after Easter, properly equipped and attending in correct uniform.

### **Behaviour and conduct**

I also think that it is timely to issue a reminder about behaviour. Our expectations of student conduct exist to ensure that every child can benefit from a high-quality education, feel safe and are able to thrive. Disruption and defiance, even at low-levels, interrupts learning and can have a negative impact on other students. Whilst we value being able to praise and reward students, we do also have a system to warn and sanction students where necessary. This includes a range of measures such as warnings, detentions, isolation and exclusion and I have set these out for you once again in Appendix B below.

We understand that our students sometimes make mistakes and offer a wide range of support to students, such as parental meetings and discussions, one-to-one help and going on a report to track issues and incentivise compliance. Class Charts is a hugely helpful tool and parents and carers engaging with this system is a vital piece of the puzzle too. Your children really do care about ensuring they are receiving more 'greens than reds' (positive rather than negative behaviour points), I can assure you!

I have said before that the best use of staff time at John O'Gaunt is on teaching and supporting our students and we find it terribly frustrating and unproductive when we are distracted by issues of poor conduct or non-compliance. We appreciate your continued support for the school in this matter and I would be grateful if you could spend a little time reminding your children of our expectations during the Easter break.

### **LFD testing**

Following government guidance, we have issued further home 'Lateral Flow Device' test kits to families this week to enable you to continue testing during the Easter holidays. The DfE has clarified this week that, should your child test positive using a home kit, you should seek a confirmatory PCR test and that the result of this test will override that of the LFD test. I am aware that this can be a somewhat confusing system, so if you would like further advice please use the following link to the guidance for households on the .Gov website: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>. Should your child return a positive PCR test during the Easter holidays, we would be grateful if you could inform the school as soon as possible using the [jogoffice@excalibur.org.uk](mailto:jogoffice@excalibur.org.uk) email address as we are sometimes required to assist with track and trace.

### **Staffing**

This week we will be saying goodbye to two members of our support staff with Mrs Wright leaving the finance team and Mrs Abdelghany moving on from her post as Science Technician. We bid them farewell with a heavy heart but also with our best wishes and thanks.

Ms Amor has decided to step down from her Progress Leader duties after the Easter break but we are delighted that she will remain in her teaching capacity at JOG. My thanks go to Ms Amor for all that she has done in this role and I know Year 7 students will miss her leadership. This does mean some changes to our pastoral structure and we will write to you again after the holidays with further details, but rest assured that we will continue to offer the high quality pastoral care and support we are so proud of here at John O'Gaunt.

After Easter we are delighted to be welcoming Miss Francesca Keeley as our new Head of Science and Miss Kristina Robinson as a Teacher of Maths. We will also have Mrs Crookall joining our SEND team as a Teaching Assistant. We are really pleased to have secured the employment of these colleagues who come to us highly recommended and I am sure you will join me in welcoming them to the JOG community. This has meant a few changes to Tutors and the following groups will now look like this:

- 8C - Ms Amor
- 9B - Miss Robinson
- 10B – Miss Keeley

Finally, thank you once again for your support for the school this past term. I hope that you and your family are able to enjoy some down time over the Easter period, that you stay safe and well and we look forward to seeing your children when they return to us on Monday 19<sup>th</sup> April.

Yours sincerely,



**Mr R Hawthorne**  
**Head of School**

## Appendix A – uniform

### Boys

- Blazer - Dark navy with school badge (badge displaying hall colours)
- Shirt: White, standard design, with a collar. (Shirts to be worn tucked in and ties should be the correct length with the knot in the correct position and top button fastened)
- School tie
- Jumper (optional): **Plain** navy, v-necked with the school logo (not a cardigan)
- Trousers: Plain, dark grey or black.
- Socks: Navy or black.
- Shoes: Black [NOT boots or trainers], sensible, safe and suitable for the task – maximum heel height 4cm.

### Girls

- Blazer: Dark navy with school badge (badge displaying hall colours)
- Shirt: White, standard design, with a collar and school tie OR standard design white open-necked blouse. (If wearing the shirt and tie option - shirts should be worn tucked in and ties at the correct length with the knot in the correct position and top button fastened)
- School tie
- Jumper (optional): **Plain** navy, v-necked with school logo (not a cardigan)
- Skirt: Plain, navy or black skirts can be worn but must be the standard skirt only available from the school supplier.
- Trousers: Plain navy or black trousers, which must be tailored, straight legged and ankle length.
- No leggings, jeggings, jeans or skinny fit trousers.
- Socks: Black or navy.
- Tights: Navy or neutral.
- Shoes: Black [NOT boots or trainers], sensible, safe and suitable for the task – maximum heel height 4cm.

### Outdoor clothing

- Coats should be plain and dark in colour (no large logos).
- Hooded sweatshirts (“Hoodies”) are **not** permitted.

### Hair styles, piercings, and make-up

- Hairstyles must avoid extremes of fashion (no unusual colours, close cuts etc.)
- Earrings: **One stud** in each ear.
- **Facial/Body jewellery is NOT permitted.** Any student who decides to have a piercing must realise that they will not be allowed to wear the jewellery in school, even during the healing period.
- Discreet make-up, worn sensibly, is acceptable for Years 10 and 11.
- Coloured nail varnish is **not** acceptable.

We will be taking a range of approaches to ensure compliance. This includes the use of our red/yellow passes, letters and calls home and temporary confiscation of items that do not comply. If necessary, we will sanction a failure to comply accordingly.

Where students are not in correct uniform and without reasonable excuse:

- First day/occurrence – Tutor will issue yellow (one-day) pass, an email/letter will be sent via our Weduc App asking for the issue to be corrected by the following day
- Second day/occurrence – We will call parents directly to discuss the issue and agree how and when it will be resolved. If we agree to it, a red pass will be issued by a Progress leader or member of SLT. Non-compliant items of clothing will be confiscated until the end of the school day to be collected by the student



- Third day/occurrence – Student will be issued with a short break time detention and for each subsequent day they are not in correct uniform. Non-compliant items of clothing will be confiscated until collected by a parent/carer.
  - If the issue has not been resolved after 5 days, the student will face further consequences and may not be allowed in full circulation during the day
  - Non-compliant items include clothing not conforming to the uniform details listed in our policy as well as **mobile devices** (which are permitted in school but **must** be switched off and kept in a school bag during the school day) and **headphones**.
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## Appendix B – behaviour and sanctions

Our behaviour system is built on a philosophy we refer to as ‘Reset, Reform, Remind’ that gives students multiple opportunities to be reminded of the expectations, reset themselves and reform their behaviour; we call this our ‘stages’ system. For low level misbehaviour in lessons, we follow the following process:

- Stage 1 (S1 on Class Charts) – verbal warning to remind
- Stage 2 (S2 on Class Charts) – final verbal warning, conversation with child by a member of the welfare team or SLT (we call this On Call) to reset and remind
- Stage 3 (S3 on Class Charts) – because the student has chosen to not reform their behaviour, they are removed and isolated until the end of their next break time. If an S3 is used, staff will have a restorative conversation with the student before their next lesson

Where misconduct is more serious, we can move up these stages more rapidly and where necessary, we do of course have the most serious consequences at our disposal, such as longer isolation or exclusion, however undesirable it is for us to have to use them.

