



Archbishop Tenison's

CHURCH OF ENGLAND HIGH SCHOOL

24th May 2024

Dear Parents and Carers,

High Expectations Reminder – Punctuality; Equipment and Uniform

As we approach the half-term and prepare for the second half of the Summer term, please re-engage with the Schools' expectations on –

1. Arrival (Punctuality);
2. Equipment and
3. Uniform.

This is also an integral time of the year for pupils to reconnect with our high expectations so that they are mentally prepared for the start of the new academic year in September.

Please read through the important points below on **Arrival, Equipment and Uniform**.

1. Arrival.

Punctuality is an integral part of all aspects of life, punctuality allows for a strong foundation for success both in their academic journey and in their future endeavours. All Pupils are expected to arrive to school in time for their 8:45am registration. They are also expected to arrive to lessons on time. Any pupil who arrives late to school or lessons, will be issued with an automatic 30-minute detention on the same day.

These detentions will be organised by Year group and will follow on from the end of afternoon registration, this means that the detention will take place from **3.15pm until 3.45pm**. If your child receives such a detention, you will be informed by a message through School Gateway/Edulink.

2. Equipment.

All pupils are expected to attend school with the correct equipment to ensure that they are ready to learn. Having the right equipment is crucial for your child's success in the classroom. It ensures that they can fully participate in lessons, complete assignments, and stay on track with their learning. It also helps to minimise distractions and disruptions during class time.

Please find below, a list of essential equipment that your child is expected to bring to school every day, which includes, a pencil case that must be filled with the following items: -

- Ruler (30 cm) This must be made of plastic or wood.
- Eraser
- Sharpener
- Highlighter pen (x 2 colours)
- 3 pens (blue/black) one to use, one to lose, one to lend.
- Pencil (x 2)
- Green pen

A **reading book** must also be present in your child's school bag, as this will help our pupils and students to become Confident Literate Learners. Alongside rewarding

pupils who arrive fully equipped for lesson, we will sanction those pupils who fail to attend their lessons without the correct equipment with an automatic 30-minute detention on the same day.

These detentions will be organised by year group and will follow on from the end of afternoon registration, this means that the detention will take place from **3.15pm until 3.45pm**. If your child receives such a detention, you will be informed by a message through School Gateway/Edulink.

3. Uniform

All pupils are expected to adhere to the schools uniform policy, this can be accessed through the following link: - [School Uniform Policy](#). At our school, we believe that uniform is an essential part of creating a positive and productive learning environment, therefore any non-uniform item will be confiscated at the school gates in the morning.

The following, as highlighted in the Uniform Policy, are not permitted to be worn on the school site at any time: -

1. make-up
2. false eyelashes
3. false nails / long nails (Health and safety especially for PE)
4. jewellery – bracelets, Rings, necklaces, nose studs and piercings
(*except for one pair of plain stud earrings*)
5. trainers are not allowed (*trainers are only allowed to be worn during PE lessons*)
- 6.. outside wear (Hats, Coats, Scarves and gloves) are not permitted in the building.
7. head wear (Includes, but not limited to - hair bonnets, Du-rags, bandannas and non-religious head scarves) are not permitted in the building.
8. hoodies

Pupils Must Wear

1. **Girls** - a tie, school blazer, school jumper, grey trousers/skirt black tights (no white socks over the top of tights) and black shoes. Girls are permitted to wear an open neck blouse – therefore a tie is not needed only in this case.
2. **Boys** – a tie, school blazer, school jumper, grey trousers, black shoes

Note: If your child chooses to wear any non-uniform item to school, they will be confiscated. Hoodies are not allowed on site at any time this includes break and lunch time.

If your child unfortunately does not adhere to our school policy on Uniform, we will have to take either of the following steps:

- If your child fails to follow the school's policy on uniform, we will contact you, on the day in the morning to send your child home to give them the chance to correct this.
- If we are not able to make successful contact with you, your child will then spend a day in the Inclusion room. This decision is made as your child will not have represented themselves or the school in a professional manner, which means they will need to be out of circulation.
- If your child repeatedly fails to adhere to the school policy, they will also be issued with a detention on the day.

Note: We will take on-board any personal circumstances that causes your child, to be unable to wear their school uniform in its entirety, this will be decided on a case-by-case basis. When this is the case, an email will be sent to staff to ensure they are aware.

In conclusion and most importantly, we believe that our school uniform policy is an essential part of creating a positive and productive learning environment for all.

All skirts must be of a suitable length. All trousers must be worn above the waist to ensure that trousers are not hanging low.

If you need further clarification or if you have any questions or concerns, please email at the following address: reception@archten.croydon.sch.uk.

I would like to take this opportunity to thank you in advance for your support in all three areas (Arrival, Equipment, Uniform and its amendments), as I am confident that you will help to ensure that your child meets and maintains the schools' high standards.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Akanho', with a horizontal line extending to the right.

Miss. Akanho
Deputy Headteacher