

IMPORTANT NOTICES

1. Parents need to be aware that students are **not** permitted to bring mobile phones and multi media players to school. Students may make legitimate phone calls from the school in emergencies by asking their Head of Year or one of the Pastoral Assistants in the Head of Year office.

These will be confiscated and returned to parents as appropriate.

2. Please note chewing gum is **banned** at Chelmer Valley School because of the damage it has caused to fixtures and fittings when discarded irresponsibly. Students will be given an after school detention if they are caught with chewing gum in school.

3. Parents need to read the detailed section on uniform very carefully. Failure to abide by the school dress code will result in sanctions, such as internal exclusion, being applied. Most problems with uniform occur when students try to respond to fashions (such as extreme hair styles or pierced body parts) and therefore come into conflict with the school dress code. Please note the only studs allowed are one in each ear lobe – nowhere else. You will also find the uniform code in the Student Planner and you will be asked to sign the Home - School Agreement page. All students are issued with a uniform/equipment card which they must carry with them at all times. If for any reason you feel unable to support the school and not able to sign the Home – School Agreement please contact Mr Cowling as soon as possible.

4. We wish to emphasise that the school turning circle and car park are NOT to be used by parents to drop off and collect students at the start and finish of the school day. This is for the exclusive use of school buses and taxis. If for any legitimate reason parents or visitors find themselves in the school car park at the end of school we regret that they will have to wait until the students have embarked on their buses and follow the instructions of the staff on duty. This is for the safety of our students and staff.

5. Parents are asked to refrain from dropping off articles or money at the school reception. The reception staff will do their utmost to deliver messages or forgotten items to students, but only if these are genuinely urgent. Please consider carefully whether such a request is really essential before contacting reception. It is very important that students learn personal organisation skills. They will never acquire this vital self-discipline if they know their parents will bring in any forgotten item.

HEALTH & SAFETY ISSUES

The health and safety of our students is paramount and we take our responsibilities seriously. This means we sometimes have to act in a way which seems to some students and parents as unreasonable and in breach of individual rights. However, our actions always follow the advice given by professional health and safety advisers and should we not carry them out we could compromise our duty of care to all students. For example we may exclude students from technology and science lessons whose shoe heels are too high and are a possible danger to themselves and others. With this in mind we would like to remind parents of some of the rules we have relating to health and safety.

Uniform

If your child wears the correct school uniform no problems should occur. Breaches of the code, including high shoe heels, flared trousers, loose braided hair, and the wearing of jewellery can be a safety risk.

In Science and Technology areas

Students must always follow the rules for the appropriate area which are displayed on the walls of the rooms, for example in science laboratories safety goggles will need to be worn when handling chemicals and long hair must be tied back when using Bunsen burners.

Break and Lunchtime activities

While we encourage students to be active during breaks, this does not extend to playfighting which can lead to minor injuries. We encourage ball games in the designated areas and there are PE activities most lunchtimes. There are also quiet areas where students can work and computers available for research. Please pay attention to the Information Technology Security Policy which refers to unsuitable material found on the Internet.

Leaving the School Site

Students must under no circumstances leave the school without permission. They put themselves at risk and other students should an emergency occur at school, such as a fire alert.

The School is a non smoking site

Please note the site is non smoking for all. This includes visitors, contractors, teachers and of course students. Our excellent close circuit TV system monitors the premises 24 hours a day for the security of all on site.

Behaviour on buses

Much has been said about this elsewhere. Students who act in an irresponsible manner which could distract a driver and cause a possible accident are banned from that bus. Most public transport buses now carry cameras and we work with the bus companies to identify any student acting in a way which endangers themselves or others.