

1st July 2019

Dear Parent/Carer,

We have this year, been really impressed by the excellent conduct and attitudes displayed by the majority of pupils and it is this that has lead me to write to you to explain how we plan to make further improvements over the next couple of weeks in preparation for our return in September.

Transfers from lessons

If a student receives, a 'T' transfer whilst on the SWAT system they will be collected by a member of staff on patrol and taken to the Internal Engagement Room for a school day. During this process, your child will receive a checking in expectations form, a reflection task and then receive classwork as they would if attending normal lessons. Your child will also complete a checking out process to ensure that classwork has been completed to the required standard. If this standard of work hasn't been met, then further time will be spent in the Internal Engagement Room completing this. We aim that students return to normal lessons with a positive attitude and ready to learn. If in the unfortunate circumstance your child doesn't meet the required standards in the Internal Engagement Room they will be sent home, with parent/carer permission and return to school from 3pm – 5pm to complete any work missed.

'A' on the SWAT system

If a student receives an 'A' action whilst on the SWAT system they will be required to complete 15 minutes the following day in a centralised detention in 7B. Your child's student support manager will inform them of this during 'line up' at 8:30am. If your child receives 2 'A' actions in a school day your child will be placed in a 40 minute detention the following day, your child's support manager will notify you of this. If your child receives 3 'A' actions in a school day they will be transferred to the Internal Engagement Room for a school day for a period of reflection. If your child misses a schedule detention this will then be escalated.

Late to lessons

At New Line Learning Academy we define late to lesson as arriving later than 3 minutes after the bell sounds. If a child arrives any later than 3 minutes they will receive a late mark.

- If a student receives 1 late mark in a school day their student manager will be in contact to organise a 40 minute detention.
- If your child happens to receive their second late mark of the day they will be collected by patrol and taken to the Internal Engagement Room for a school day to complete a period of reflection.

- If your child has been delayed to a lesson due to attending a meeting they will receive a note in their 360 to explain this, this will subsequently prevent them from being recorded as late.

We will also continue to focus on reducing:

Boisterous behavior, which includes; pushing, shoving, running, shouting, littering, making loud noises and chewing gum in school.

If a student is seen completing any of the above they will be transferred to the Internal Engagement Room for a school day.

We will use assemblies over the coming week to advise pupils of these revised systems and will commence them on Monday 8 July. This will ensure that all pupils, staff and families are fully on board with enforcing our high expectations and that the academy can focus solely on improving learning and outcomes.

Students will have assemblies on the above changes throughout the school week and will have an opportunity to discuss this further with their form tutor and student support manager.

I will be writing to you towards the end of this academic year to express further changes that we will be making from September 2019 as we continue to strive for excellence at New Line Learning.

In the first instance, should you have any queries or concerns please contact Mr Richardson, Assistant Headteacher. He will be implementing the above and be referring more serious incidents onto me.

We appreciate your continued support.

Yours sincerely,

Ms S Mackie
Deputy Headteacher