



## Monthly Parent/Carer Update Sheet October 2018/November 2018

### Request for Leave of Absence

Dormston School's Attendance Policy is not to grant any leave of absence. However, we are aware that there are times of family crisis when leave of absence may need to be given. The Head Teacher may grant special permission but permission must be sought in advance of any bookings being made, and parents should be prepared that some may not be authorised. Should you insist on taking your child out of school without permission, then the absence does have to be recorded as unauthorised and a fine may be issued by the Education Investigation Service. The fine is £60 per parent for each child, if not paid within 21 days then the fine would increase to £120. The progress and development of your child is our main priority and it is because of this that we have taken this matter seriously.

### School Attendance \*REMINDER

We would like to congratulate the many parents/carers who make sure their children attend school regularly. **It is parents'/carers' responsibility to ensure their children receive appropriate education. Failing to send your child to school regularly without good reason is a criminal offence.** Absence disrupts the education of the individual pupil and the whole class. Are you aware that children who do not attend regularly:

- × do not achieve well in exams;
- × find it difficult to maintain friendships;
- × are more likely to become involved in crime;
- × miss out on opportunities in further education and the world of work.

Please remember that going shopping, visiting family, truancy, not wanting to go to school, alleged bullying (speak to school immediately to resolve the issue) are not acceptable reasons to be absent. All of these will be recorded as unauthorised absence which can lead to a referral being made to Dudley Council.

### Pupil's Medical Information \*REMINDER

If your child has any medical illness or conditions can you please update the School Nurse so we can keep our records up-to-date. Please can this be done every September or throughout the year

if anything changes. Please write to Mrs Lewis, School Nurse, with the child's name, form group, the condition(s) and any treatments given/needed. Mrs Lewis may need to ring you to talk about any concerns so please leave a contact number. If you wish to discuss your child's medical concern in person, please make an appointment through Main Reception.

### **Medical Appointments \*REMINDER**

The school will not authorise medical or dental appointments unless they are supported by a doctor's/dentist's letter (a copy is acceptable) or an appointment slip or card clearly stating the appointment date and time. When a pupil needs to leave school for a medical or dental appointment, the parent/carer or child must show a letter/appointment slip/card to the Office when they sign out, or when they sign in after attending the appointment, or the absence will not be authorised. **Pupils should only leave school for appointments if they are collected by a parent/carer. Pupils can only leave school alone for appointments if there are extenuating circumstances discussed and agreed with the school prior to the appointment.** GP/Dental surgeries can issue appointment slips. When a pupil arrives late to school after a medical or dental appointment, a parent/carer or child must show their letter/appointment slip/card to the Office when they sign in otherwise the absence will not be authorised.

### **Releasing Pupils in School Time/Emergency Situations \*REMINDER**

Please note that pupils will only be released from School if we are able to obtain consent from somebody who has 'Parental Responsibility' for the pupil in question. We do appreciate that emergency situations can arise, and a parent/carer with 'Parental Responsibility' may send another member of the family to collect a pupil on their behalf. In these situations, Parental Consent will be required prior to the child being released from school. It is therefore imperative that your contact details are up-to-date and you are contactable if you have made this arrangement.

### **Forgotten Lunch Arrangements \*REMINDER**

As you know, we no longer interrupt lessons to pass on forgotten equipment and break-time snacks due to the disruption to learning this inevitably causes. If for any reason your child has forgotten to bring in their lunch it is **their responsibility** to go to Main Reception at the start of lunch to check if any lunch has been brought in for them. Please make sure you talk to your child about this procedure. Form Tutors have been asked to speak to pupils about this arrangement as well. If their lunch has not been brought in for them they will be issued with a lunchtime pass which parents will then have to reimburse the school for.

### **Safeguarding \*REMINDER**

Dormston School takes the safeguarding and welfare of all pupils very seriously. If you have any concerns regarding the safety of pupils at this school please report them to either, Mrs Elliott, Mr Amos or Ms L Smith. Further information and guidance for parents/carers on safeguarding issues can also be found on the school website.

## Careers Update

### Year 9

In November, selected students will be participating in a 'Chemistry at Work Day' at The Black Country Museum. The aim of the event is to offer students the opportunity to appreciate the place of chemistry in everyday life and the world of work, with particular emphasis on what is happening in our local area.

### Year 10

#### Work Experience 18 – 22 March 2019

At the time of writing approximately half of the year group have secured their Work Experience Placement. If your child is struggling to find a placement, please ask them to see Mrs Bradnick or Mrs Dawes in D2 at break, lunchtime or at the end of the school day. We do expect all pupils to participate in this week's placement. The final deadline for returning the Placement Form is Friday 26<sup>th</sup> October 2018.

### Year 11

We would like to thank students and parents for their support at Post 16 Evening and we hope that the event proved helpful with Post 16 choices. Colleges and Sixth Forms will be holding their Open Days/Evening in the coming weeks and months and we strongly recommend your child visits as many as possible as it is often 'the feel' of an establishment that will help your child decide where to study after leaving Dormston. Most of the dates are in your child's careers strategy pack and they will be displayed in form and on the notice board in the Atrium. Full information can also be found on the college websites. Students looking for apprenticeships should also apply to college as a 'back up' plan.

Our independent careers advisor (YETI) will be in school during the Autumn Term (on selected dates) for pupils requiring additional advice. If your child needs any support with Post 16 pathways or college applications, please direct them to Mrs Dawes in D2 in the first instance.

On Tuesday 27 November 2018 there will be an RAF Drop In Session available between 1.00pm – 1.40pm for any pupils to attend.

#### **Friday 19 October 2018 - Applying to 'Top Tier' Sixth Form** (3.15pm – 4.00pm approx.)

We will be holding a workshop in the theatre for students interested in applying to study 'A' levels at a top tier sixth form. King Edward VI College, Bishop Milner Sixth Form, The Royal, and Old Swinford Hospital School will give pupils an understanding of what is required when applying to these colleges, including the standards expected on application forms, personal statements and ideas of what to expect at interview. Our independent career advisor (YETI) will also be available. Parents are welcome to attend. Please ensure that your child returns the reply slip if they plan to attend.

The 'Careers Education & Guidance' section on our website has been updated to provide more detailed information regarding the school's careers programme. There are also many useful links for students and parents and teachers.

Mrs Bradnick and Mrs Dawes are available in the Careers Office (D2) to offer any careers or Work Experience related assistance/guidance/advice.

### **Open Evening - Thursday 18 October 2018 \*EARLY CLOSE OF 1.00PM**

We will be holding our annual Open Evening on Thursday 18 October 2018. This is to allow Year 5 & 6 pupils and their parents/carers to come and look around the school before deciding on their Secondary School choice. In order to allow staff to prepare for this important event, and in light of the fact that a large number of pupils will be coming back to assist the School with the evening, we will close at 1.00pm on this day.

### **Year 6 School Tour Week - WC Monday 22 October 2018**

We will be holding School Tours for prospective Year 6 parents WC Monday 22 October 2018. Please ring the School Office if you require an appointment.

### **Year 8 - 11 Derwent House - Alton Towers Trip - Sunday 21 October 2018**

On Sunday 21 October 2018 all Derwent students from Years 8 - 11 are invited to Alton Towers to reward them for their efforts last academic year. Derwent achieved the best attendance, gained the fewest referrals, achieved some of the best effort levels and won Sports Day. We are incredibly proud of them and letters will be going out shortly - please return them ASAP.

### **Year 7 Parent/Carer & Tutor Evening - Monday 22 October 2018 \*REVISED DATE**

We will be holding a Year 7 Parent/Carer & Tutor Evening **on the revised date of Monday 22 October 2018** for some of our Year 7 pupils in order to discuss how they are settling in to life at Dormston. We will contact you shortly if you are invited to attend. Please note that not all Year 7 parents/carers will be invited to this event.

### **Year 11 GCSE Drama Theatre Trip - Wednesday 24 October 2018**

As part of their GCSE Year 11 Drama course pupils are required to attend a live Theatre performance. Year 11 GCSE Drama pupils will therefore be seeing a performance of War Horse on Wednesday 24 October 2018 after school.

### **October Half Term - Monday 29 October 2018 to Friday 2 November 2018 \*SCHOOL CLOSED**

We are closed for October Half Term from Monday 29 October – Friday 2 November 2018. We hope you and your child have an enjoyable and safe Half Term. We return to school on Monday 5 November 2018 on a Week1 Timetable.

### **Drop Everything and Read - Wednesday 7 November 2018**

We will be having a Drop Everything and Read Session on Wednesday 7 November 2018. Please make sure your child has an appropriate book on this day.

### **Year 11 Mock Exams - WC 12 November 2018**

It is vital that all pupils attend every day of the exam period. The results of these exams form the basis of our predictions and will be used as part of the college application process.

### **Attendance Week - WC 12 November 2018**

To further raise the profile of attendance at Dormston, we are holding an attendance week from 12 - 16 November 2018. Our aim is simple; we want **every** child in school to attend during this week. We realise that sometimes there are genuine reasons for absence but we would like every pupil to really make an effort to be in school. (Furthermore we would like to demonstrate that we can be the best attended school in Dudley!). We have prizes on offer at the end of the week, including shopping vouchers for pupils gaining 100% attendance (all names of qualifying pupils will be entered into a draw). In addition shopping vouchers for the parents of pupils gaining 100% attendance for the week, will also be entered into a draw. There will also be certificates, house points and prizes for the winning house. Please help us to ensure that your child achieves their very best at Dormston and attends regularly throughout the year and we want every child in school from 12 - 16 November 2018. I would like to thank you in advance for your co-operation in this aim.

### **Effort Reward Evening - Wednesday 14 November 2018**

We will be holding an Effort Reward Evening on Wednesday 14 November 2018 from 6.00pm for selected pupils. There will be a buffet followed by a film. The event should finish by 8.30pm and pupils do not need to wear school uniform.

### **Year 7 & 8 - Literacy & Numeracy Evening - Thursday 15 November 2018**

We believe that good literacy and numeracy is key to a child's success in school and are keen to develop our pupils' numeracy and literacy (reading, writing and oracy) skills. Following last year's successful parental support evening for Year 7, we are again holding sessions with a numeracy and literacy focus in order for parents to understand how they can help their child in these key areas at home. The session for Year 8 will build upon the previous year and offer additional strategies

### **Year 10 Parents' Consultation - Thursday 22 November 2018**

We will be holding a Year 10 Parents' Consultation Evening on Thursday 22 November 2018. Please encourage your child to make appointments with all their teachers so that we are able to provide you with important feedback on their progress.

### **House Arts Evening - Tuesday 27 November 2018**

The House Arts Competition is now underway. Competition deadline is the Monday 26 October 2018. All Art pieces need to be submitted to Miss Lockie by that date. Drama, Music and Dance will perform during the day and be judged. Pupils who make it through to the final will perform on the evening of the Tuesday 27 November 2018 in the Theatre.

### **INSET Days - Friday 30 November 2018 & Monday 3 December 2018 \*SCHOOL CLOSED**

Please note that we will be closed for INSET on Friday 30 November 2018 and Monday 3 December 2018.