

## **OUR SCHOOL PLEDGE**

We take pride in ourselves We wear full school uniform We wear our PE kits for PE lessons. We treat each other with respect We look after each other We are kind to each other We are polite and use kind language We have good manners and we do not swear We make healthy choices We do not smoke We do not have fizzy or sugary drinks in school Chewing gum is not permitted in school. We make good choices We use our strategies to help us We respect the personal space of others We hand our mobile phones in on arrival We respect our school We do not damage anything in school We do not damage other people's things We take care of our environment

#### REMINDER OF SCHOOL UNIFORM DRESS CODE STANDARDS

We understand that pupils may have grown during the lockdowns and it has not been possible to buy new uniforms.

From next term we would like to see an improvement to the school dress code. Below is a reminder of the Uniform which should be worn by all pupils.

- White long or short-sleeved shirt/blouse.
- Navy v neck jumper/tank top with school badge.
- Royal blue blazer with school badge.
- Clip tie royal blue with gold diagonal stripes.
- Black trousers / Blue/black check kilt Skirt or Black pleated pinafore
- Black or navy socks / White, black, or navy plain knee-length socks
- Plain black footwear Shoes or Trainers

Polo shirts - Sweatshirts - White or Coloured Trainers are not allowed.

If you are struggling to provide a blazer please contact the school office as we have a number of spare blazers available.

# Closed INSET DAYS

The school will be closed for Teacher Training on Monday 7th June &

Tuesday 8th June

School reopens to all pupils on Wednesday 9th June

## **SCHOOL UNIFORM**

REMINDER OF SCHOOL UNIFORM DRESS CODE STANDARDS



## PUPIL ATTENDANCE

Absence in term time can damage a child's education and future life prospects, particularly for those pupils with existing attendance problems, those struggling with education, or being absent at critical times in the school year.

At The Observatory School, we are committed to working in partnership with families and services to manage and reduce school absences due to leave during term time. We aim to ensure that every child receives the maximum benefit from the educational opportunities provided.

We will do anything we can to help you ensure your child attends school regularly.

- For every day of school missed by a pupil, it will reduce their attendance by 0.5%.
- Ten whole days of school have been missed if your child has 95% attendance.
- Twenty whole days of school have been missed if a pupil's attendance is 90%.

#### <u>Important Information you need to be aware of about Attendance:</u>

Regular and punctual attendance of pupils at school is a legal requirement and is essential to ensure that children remain safe, achieve their full potential and improve their life chances.

Every pupil at this school is required to maintain an attendance level of 95% and above.

As a parent/carer, you commit an offense if you fail to ensure your child attends school regularly and punctually. Failure to do so may result in a referral to the Family Support Team to help support you to get your child into school.

When your child is absent, it is important that you contact us with a reason. Failure to provide an acceptable reason for absence will result in the absence being recorded as unauthorised.

Of course, we understand that there are times when children become ill and such absences will be authorised unless the school has a genuine concern about the authenticity of the illness. If your child is suffering from a minor illness, please let your child's class teacher know and an extra dose of TLC can be administered in school!

Persistent Lateness has a significant impact on your child's learning. Good attendance is essential for learning and for the development of self-discipline and positive work habits. If your child repeatedly arrives late for school, we will write to you, asking you to meet with us to discuss the reason for this; your attendance at these meetings is vital.

Leave of Absence/Holiday requests must be made using the appropriate Leave of Absence Request form. However, please note that leave of absence during term time will not be authorised, except where exceptional circumstances apply.

**Persistent Absence** – any child whose **attendance falls below 90%** is deemed to be a Persistent Absentee. If the child's attendance does not improve you may be liable to prosecution.

The Headteacher is responsible for determining whether a leave of absence is authorised or not and whether a Penalty Notice should be issued.

Penalty Notices will be issued by the Local Authority in the following circumstances:

- a) Your child has had 10 or more sessions (e.g. 5 days) of absence in a period of no more than one term or two half terms and meets the terms of prosecution.
- b) Your child has 10 sessions (equivalent to 5 days) of unauthorised leave of absence in term time and you have been advised that the leave of absence does not constitute the Headteacher/School's view of an exceptional circumstance.
- c) Your child has taken leave of absence in term time without parents/carers requesting authorisation from the school.
- d) Your child arrives late after the registers are closed on 10 or more separate occasions in any one term.
- e) An exclusion has taken place and the parent/carer has allowed the child to be present in a public place during school hours, without reasonable justification, during the first five days of a fixed or permanent exclusion.

#### Penalty Notices will be issued to each parent for each child.

Wirral Council will issue Penalty Notices on behalf of the school. Payment of a Penalty Notice is £60 if paid within 21 days and £120 if paid after 21 days but within 28 days. Payment is not retained by the school.

We wish to work in partnership to avoid this.

Please do not hesitate to contact us if you are concerned about your child's attendance – we are committed to doing all we can to help you.



#### Wirral's helpline for children and young people

Wirral Council has launched a dedicated live chat to support children and young people through whatever problems they may be facing.

Launched alongside the existing freephone helpline, the live chat feature will support children who would rather speak to an advisor online rather than on the phone.

All live chats and phone conversations are confidential, the only time information will be shared is if the team feels the young person or child is at risk.

The team will be available to talk through any worries, stresses a young person may have or just be a friendly virtual voice if they need someone to speak to. The team will help in whatever way they can and whatever the problem is.

The live chat can be found on the council managed 'It's never ok website' www.itsneverokwirral.org/chat or by calling the freephone helpline on 0808 196 4147.

The team is available online and on the phone Monday to Friday, 9 am to 5 pm. They are also now available extra hours on Wednesday's 7 pm-10 pm.

Outside of these hours, young people can contact: Childline every day, 7.30am - 3.30am - 0800 1111.

CAHMS out of hours advice line: 5 pm-10 pm Monday to Friday -01244397644, 12 pm-8 pm at weekends.

## **BULLYING POLICY**

At The Observatory School, we are committed to ensuring that all pupils learn in a supportive, caring, and safe environment without fear of being bullied. Our school is a place where every person has the right to be themselves, to feel safe, to be included, and to learn. Everyone at our school is equal and should treat each other with respect and kindness. Bullying is anti-social behavior that affects everyone.

We take all incidents of bullying seriously and feel that everyone has the right to be treated with respect. We also have a responsibility to support those involved in bullying to understand the consequences of their actions for themselves and others and to explore alternative ways of behaving. We acknowledge that bullying does happen from time to time and if bullying does occur, all pupils should be able to tell someone and know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening at The Observatory School is expected to tell a staff member.



## FRIDAY REWARDS TRIPS

As part of the schools, positive behaviour management pupils can work towards earning rewards. One of these is the Friday Reward Trip, which this term is **Horse Riding**. There are limited spaces so this is selected from the top 10 pupils across the school.

#### **Certificate System**

Star of the Day certificates will be put into three categories and will be worth different amounts of points.

Bronze = 1 point Silver = 2 points Gold = 3 points

For pupils to attend a rewards trip on a Friday then they must collect a minimum of 8 points between a 5 day period commencing on a Thursday and finishing on a Wednesday.

Each certificate has different criteria for the pupils to meet.

The reason for the change is although we do promote positive behavior at all times, what is expected for one pupil to achieve could be unlikely for another pupil and therefore giving them high expectations they are unlikely to meet.

TA's will keep a track of the running points total each week and remind pupils how many more points they need to achieve to be able to get on a trip. Providing this incentive will help support pupils' behaviour. TA's will also remind pupils of their good choices and what positive things they need to put in place to get a place on a trip e.g. reminding them to complete work all day will help them achieve a gold certificate.







The Dojo app is the best way of keeping in touch with what is going on in your child's class and year group. If you have not signed up to the Dojo app, please speak to your child's class teacher for login details.



We are pleased to inform you that we are changing how we communicate with you and have launched a brand-new School App from Parentapps.

Our new App is free to download and is available for both Apple and Android devices. Many of you have already signed up and are using the App, and we thank you for your continued support.

For those of you not yet using the App, you will have received a text or e-mail with further instructions on how to download and access the app. Please do download as it is free and takes up little memory on your Phone. But means you have instant access to school information

It will provide you with instant access to our term dates, event information, newsletters, social media, website, and much more. Additionally, you will be able to view and submit consent forms easily and receive secure documents.

The app will also enable you to invite additional family members, ensuring that the right people have access to important information. We will use the app to send targeted messages via push notifications so you aren't bombarded with messages that are not relevant.

Lastly, the app is fully secure and GDPR compliant, and to access it, you will need to be invited via email or SMS message.

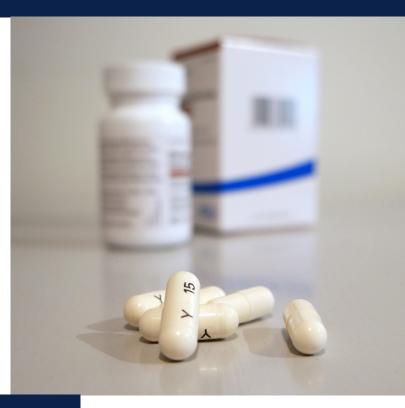
### **MEDICATION**

If your child/ward takes medication during the day please ensure a "Medication Administration Consent Form" has been completed and tablets have been returned to the school office.

This includes over the counter and prescribed medication for your child/ward.

If you require a consent form for completion please contact Mrs Williamson 0151 652 7093

If your child/ward requires an inhaler please supply one to the school. This information will help us to manage and support your child's asthma while in school.



## **MOBILE PHONES**

Inline with our school policy, mobile phones are banned from school.

Pupils will be scanned when they arrive on site and are encouraged to hand phones in to staff, who will store them safely and return them at the end of the day.

Mobile phones are not allowed within the classroom settings for safegaurding reasons





It is really important that your contact details are up to date, in case school needs to contact you in an emergency. If you have changed your email address or phone number recently, particularly during Lockdown please advise the school office.

#### Email:-

Schooloffice@theobservatoryschool.wirral.sch.uk
TEL:-01516527093
or text via "Teacher 2 Parent" App