

### THE STONEHENGE SCHOOL



# INFORMATION FOR NEW STUDENTS AND PARENTS





Valid from September 2020—July 2021

Please note information in this booklet may change depending on Government guidance at the time regarding the Coronavirus pandemic

At Stonehenge School we believe there is no limit to any student's potential.

We aspire to develop a positive learning community in which effort, participation and achievement are valued.

Striving for excellence, we aim to create an outstanding school where all students are happy, healthy and given opportunities to exceed their expectations.

Enriched by history and culture, Stonehenge is a school for the future.

'Striving for excellence, exceeding expectation'



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### Welcome!

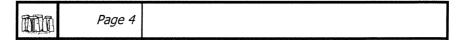
As your child starts a new school there will be lots of information being given out and we hope that this booklet will help you and your child find your way through all of the new information.

Buildings are open to students from 8.20am. The school cannot be responsible for the safety of students arriving before this time.

Registration	8.35am - 8.55am
	(includes assembly)
Period 1	8.55am - 9.55am
Period 2	9.55am -10.55am
BREAK	10.55am - 11.15am
Period 3	11.15am - 12.15pm
Period 4	12.15pm - 1.15pm
LUNCH	1.15pm - 1.50pm
Period 5	1.50pm - 2.50pm

If you live in the catchment area you should receive a free season ticket (bus pass) before the beginning of term (see Bus Travel).

THE STONEHENGE SCHOOL HOLDERS ROAD AMESBURY WILTSHIRE SP4 7PW Tel: 01980 623407 E-Mail: admin@stonehenge.wilts.sch.uk www.stonehenge.wilts.sch.uk Absence line 01980 676650



### **Bullying**

All schools have to deal with bullying. Do not believe a school which tells you otherwise. Here at Stonehenge it is not a large problem but we take it very seriously. I hope you will judge us by how we deal with it.

HOW YOU CAN HELP

The most important thing you can do to help us is to **let us know** about bullying as soon as it happens. The sooner we are aware of it, the easier it is to deal with. Your child's tutor should be the person to talk to first.

We always act on any report of bullying, at school or between school and home. We take it seriously and investigate it. Once the facts are clear, we take appropriate action, support the victim and require the bully to take responsibility for putting things right. As long as a bully is committed to reforming, the school does whatever it can to help him or her to keep that commitment. Progress is monitored and we ask parents and victims to keep us informed of any further concerns. The School's anti-bullying policy is available on request.

#### **Cyber Bullying**

Bullying can take many forms. As a school, we are committed to the safe use of new technology and part of the ICT and PSHE programme is allocated to help the children know how to use technology safely and responsibly and keep themselves safe on line.

Students are **not** allowed to have mobile phones switched on in lessons. They do not have access to social networking sites such as Facebook.

We strongly recommend that all computer access is monitored at home and advise parents and students to consult these websites for support -

CEOP (http://www.thinkuknow.co.uk/)

NSPCC (http://www.nspcc.org.uk)

Cyber bullying is hurtful and criminal. If students are experiencing difficulties we recommend that parents keep a very close eye on all social media and texts and remove/block these where there are concerns. This is not the role of the school to police these issues. Serious issues of cyber bullying should be passed to the Police. Call the 101 helpline for advice.



### **Bus Travel**

Transport arrangements by bus are made by the County Council. For students living in the catchment area free season tickets for Wilts & Dorset buses and contract buses are sent to parents before the beginning of term.

A bus pass entitles a student to travel between school and home at the following times:

- before 10 a.m. to school
- between 2.30 p.m. and 5.30 p.m. from school

These times are printed on the back of the bus pass. If the bus is late or does not turn up—instructions as to what to do are printed on the reverse of the bus pass.

If the pass is lost or mislaid— the student can obtain a temporary bus pass, lasting two weeks only, from the School Office. Encourage them to come down in plenty of time—and to not leave it until the last minute!

It costs £10 to have the pass replaced-please encourage your child to take good care of it.

If a student misbehaves on the school bus the ticket or travel pass may be withdrawn. It will then be the responsibility of the parent to make alternate arrangements for their child to arrive at school on-time.

### **Consultation Evenings / Afternoons**

These are held during the year, giving parents the opportunity to discuss their child's progress with each of his or her tutor and subject teachers. We expect parents and students to attend these evenings and ask you to make it a priority.

Formal monitoring of students' progress, work and behaviour is undertaken regularly by tutors and a parent/tutor evening/afternoon allows an opportunity to discuss these issues.

In addition, parents are always welcome to make an appointment to see the tutor or Progress Leaders, in order to discuss their child's progress and welfare. Appointments can be made through Reception, telephone (01980) 623407. Most parents now use email to contact members of staff. There is a detailed contact list available on the school website at www.stonehenge.wilts.sch.uk/our-school/staff-list

Please do not turn up unannounced expecting to see a tutor, any member of staff or members of the Senior Leadership Team straight away.

#### Insight

As part of our drive to improve school communication and to allow parents to take a more informed view of their child's activity at school we have a facility called **Insight** that is accessible via the school website. Insight shows information about your child's attendance, behaviour, reports and assessments. Information is updated on a real time basis. You can also update your contact details and make bookings for parents evenings. Access is strictly controlled and only adults with parental responsibility will be allowed access to the information.



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# **Contact Information and School Comms**

We use the School Comms system (texts and emails) to keep parents informed of important dates, meetings, detentions, or emergency closures pertaining to your child. To do this we need a current mobile phone number and/or email address.

Emergencies and accidents happen at school from time to time—this is when we need to contact parents urgently. There are occasions when we need to call an ambulance and there is obviously an urgent need to tell parents that their child has been taken to hospital.

Therefore it is **essential** that you keep us updated with your **current telephone numbers and place of work** (where you may be found)—also, if appropriate, the **phone numbers of friends/ neighbours and e-mail address if available.** 

All you need to do to get this information updated on our records is to phone the school on (01980) 623407, drop a note into the School Office or email the school admin@stonehenge.wilts.sch.uk

You can also log into Insight to check we have the latest information or to update it.

Please remember—when you move work or house—WE NEED TO KNOW!

# **Emergency Closure**

If we were to have very heavy overnight snow or a large number of staff absent due to sickness (for example, flu) we might decide to close the school.

The decision will be made sufficiently early for us to cancel all the contract buses and SPIRE FM and BBC Radio Wiltshire will be asked to broadcast the information. A decision about re-opening will not be made until at least 2.00 p.m. and SPIRE FM and Radio Wiltshire will again broadcast.

All decisions regarding closure will also be conveyed via School Comms. It is vital we have current mobile phone numbers and/or email addresses for this purpose.

In the event of heavy snow during the day we may decide to close early. Transport will be brought in and local children with access to their homes allowed to go. Children from greater distances will be allowed access to the telephone system. Please understand that in an emergency closure, it is not possible to contact all parents individually.

Previous experience suggests that we will receive a large number of telephone calls. Our priority will be for outgoing calls and therefore you may have difficulty in getting a reply from us. As usual, we hope that we do not have to activate these procedures.



### **Medication in School**

Parents should inform their child's tutor/Progress Leader of any medical problems which might affect their attendance or school work. **Students should not carry any medication around school with them** (the only exception to this is emergency inhalers, diabetes medication and Epi-pens).

Where a Doctor prescribes medicine to be taken 3 times a day—you can give a dose before school, after school and at bedtime. It is often not necessary to have a dose during the school day.

However if your Doctor or the Hospital state it is necessary for students to take medication during the school day, the medication should be taken to reception where a form must be completed by a parent to give permission for staff to administer it. Staff are unable to administer any other form of medication other than that stated above.

### **Sick Students**

Please be aware that there is **no** school nurse on the premises and the office staff that see students have only basic first aid training.

When students become ill suddenly, or as the day goes on, and they need to go home, the school staff will phone you. We do not allow the students to contact you directly as this may result in us being unaware that your child is ill.

However, some children arrive at school clearly unwell and unfit for school.

The result is that our office staff have to interrupt their work to try and contact parents just to send them home again. Please don't send your ailing son or daughter to school for us to decide how ill they are—it is the *parents' responsibility* to make that judgement first thing in the morning.

The office staff are only expected to administer basic first aid to your child when they become ill or injured during the school day. The staff will not administer any treatment to an existing injury caused outside of school hours. When your child has an on-going condition requiring medical supplies i.e. plasters, supports or bandages it is the parents' responsibility to provide the child with an adequate supply of these for use during the school day. The office staff will not treat supplies.

Please use the Absence Line to inform us if your child is too ill to attend school--01980 676650

Please ensure that we have up-to-date phone numbers for you and your family so that we can contact you quickly and easily should the need arise.

### **School Nurse**

The School Nurse (who is based with Community Child Health) makes a weekly visit to our school offering a drop in session for students with any health issues.

There will be a Year 7 assembly where this service will be explained to students.

There is a text line should the students wish to contact her 07480 635513.



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# **Homework Policy**

#### There are a range of tasks that will be completed for homework.

Extended Independent Learning Tasks—are either subject specific or cross curricular projects that are made available to students seeking to enrich and extend their learning in a particular field. These activities will help students to develop their independence, resilience, and skills of enquiry. Students will need to make decisions for themselves and will learn to manage their time and resources effectively. Students will be recognised and rewarded for completing these tasks and staff will provide feedback and assessment.

<u>Consolidation of learning and assessment preparation tasks</u> - are activities that are necessary tasks that students must complete in order to fulfil requirements of courses and to improve subject knowledge. These tasks must be completed in relatively short periods of time, often in preparation for future lessons.

<u>DIRT Tasks</u> -Making corrections or adjustments to pieces of work based on teacher marking and feedback.

Full information regarding types of homework tasks set in each subject, and additional ideas for supporting progress at home will be available on our school website in September.

#### Show My Homework- information for students

To get started, all you need to do is visit **showmyhomework.co.uk**, find our school and enter your PIN. If you are new in school we will send you a letter with your PIN in September

You will then have the option to enter an email address and will need to set a password. Set it to something you'll remember and keep it a secret!

We will also set up an account for your parent or quardian.

Get homework information on the move by downloading the free app on Android and iOS. Search 'Show My Homework'.

You can also access Show My Homework via our Parent Portal on our website

https://thestonehenge.showmyhomework.co.uk/ -

### **School Fund & 100 Club**

The School Fund is used to provide additional facilities which are not provided by the Local Authority.

We ask you to support us by making a voluntary contribution to the School Fund.

£5 per month or alternatively £36—£60 for the year per family, collected from the youngest child. You may also make additional contributions at this, or at any time.

You can also join our fundraising 100Club— this costs £12.00 per ticket per annum. 50% of the income from this goes to our School Fund and 50% is paid out monthly in a 1st,2nd and 3rd place prize draw.

Please help us to support our students in this way.

### **Maths Shop**

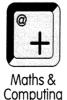
At the Stonehenge School, we expect all students to be properly equipped for lessons.

Every day you should arrive with: a pen, a pencil, a ruler, a rubber, a pencil sharpener, a planner and a reading book. You will also require specialist equipment for some lessons, such as a calculator for Mathematics.

The maths department runs a small shop selling the basic equipment for maths lessons. You can buy:

Black pen-15p Pencil-10p 15cm ruler-20p 30cm ruler-30p Rubber -10p A set of compasses-30p Protractor – 40p Scientific calculator - £6.00.

These items can be bought from any member of the maths dept., preferably at break or lunch time. For further details please speak to Mr Cornelius—Head of Mathematics (room 56).



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# Missing School—what's O.K.

We understand that doctors and dentists appointments may have to be made during school time. All students arriving or leaving school outside normal registration times should sign in or out at the School Reception. Please <u>write your child a note</u> so that he/she can show it to the Office staff. Students will **NOT** be let out of school without a parental note, phone call in advance or a parent to accompany them.

Opticians appointments should be made *outside* of school hours. The only exception to this rule is when your doctor has advised an eye test.

If a student is late arriving to school they **must** sign in at reception, if they do not you may receive a message to say your child is not in school.

Absence checks take place everyday. If a student is not in school and no reason has been provided from home, an Absence message is sent. The Absence message will be in the form of a text, email or a call (to the first contact on the students records).

Can you please help us by telephoning the absence line on 01980 676650 (available 24 hours a day) as early as possible on **each day** of an absence.

On a students return to school a note should be sent to their tutor explaining the reason for absence.

The Law allows the Headteacher to give leave of absence to students only for exceptional reasons:-

- on compassionate grounds, in times of crisis
- for educational purposes e.g. interviews
- for religious observance in special cases
- for medical or dental appointments which cannot be arranged out of school hours

Please continue to support the school in upholding the highest standards of attendance.

More information can be found in our Attendance Leaflet or on the school website.



# **Holidays in School Time**

We know that there are sometimes **exceptional** circumstances that make it unavoidable to take family holidays in term time. However, it can be extremely damaging to students' progress; even one missed lesson can set a student back.

The law says that the Headteacher has the discretion to grant leave for this purpose if he judges the need to be *exceptional*.

#### IT IS NOT A RIGHT OR ENTITLEMENT FOR FAMILIES.

The things we take into account are:-

- an application in writing well in advance clearly stating the special reason for the request—a form is available from the School Office or our website for this purpose
- the attendance record of the student, which should exceed 95%
- the progress of the student shown on recent reports
- how near to GCSE courses and exams the student is (i.e. Yrs 10 & 11). It is better that
  students do not miss ANY time in Years 10 and 11, and leave of absence will not, in any
  case, be granted to a Year 11 student, and almost certainly not to a student in Year 10.

Only one period of leave is permitted by law—up to a maximum of 10 sessions in any school year. We intend to apply these criteria strictly. While we appreciate that holidays are cheaper in term time, this will NOT be a valid reason for taking students out of school. When planning for your holidays, please do everything possible to avoid taking family holidays during term time.

# Home/School lunch arrangements

The Headteacher is responsible for the safety of everyone on the school site (and would have to account for them in an emergency). All students stay at school for lunch (packed lunch or school dinner).



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# School Bags

We have received the following advice from the National Back Pain Association:-

- 80% of children are carrying too much weight in the wrong types of bag. Children are carrying them in the most harmful way—on one shoulder
- Many children are found to carry up to a third of their bodyweight in their bags
- The highest risk group are the 11 to 12 year olds who carry the same weights as the older students despite their generally smaller stature
- Excessive load bearing on immature spines represent a significant risk of future back problems
- There are no Health and Safety guidelines to protect children from load bearing in their 'work place'

Please discourage the use of unsuitable fashion bags or handbags, which can be the cause of long term damage to the spine. **A bag with two shoulder straps is recommended.** Students should try and organise their day's books to minimise weight. **Lockers are available for students to rent.** 

### **Equipment**

Please ensure that your child brings the correct equipment to school with them. This should be:

- Pen/pencil
- Reading book
- Ruler
- Notebook
- Suitable school bag for carrying books & equipment
- PE kit (on the days PE is timetabled)
- A homework planner (Year 7 and Year 8 only)
- Calculator
- English dictionary (optional)
- Geometry set

#### TIPPEX

Tippex fluid and pens are not permitted. However, Tippex mice are acceptable

Under Covid19 rules—all pupils are expected to have their own equipment



# Visits to the school premises

Currently under our Covid19 Risk Assessment we are not allowed visitors on site. We will of course be happy to have an email or telephone conversation. Teams online meetings can be set up if necessary.

#### All visitors must report to Reception.

This applies to all visitors, even those who visit school frequently. Our Reception staff will sign you in and provide you with a visitors badge which must be worn while you remain on the premises. As a precautionary safeguarding measure you may also be asked to provide some form of identification. Under no circumstances may parents (or other family members) come onto site and approach members of staff, or pupils, without first reporting to the main Reception.

Parents who wish to meet a member of staff should contact school first, and make an appointment. With over 900 pupils on roll there are 1800 parents who may need to meet members of staff, for a variety of perfectly legitimate reasons. Most teachers have a teaching commitment for 85% to 90% of the week, Progress Leaders also have a substantial teaching load and members of the senior leadership team, when they are not teaching, are often involved in meetings which are frequently off site. A parent turning up in school without advance notice is therefore likely to have made a wasted journey. Naturally, in an emergency, we will try to accommodate requests for a meeting but I'm sure you will understand we cannot guarantee this, especially at short notice. The following is a link to our contacts page on the website which will give you staff email addresses - <a href="https://www.stonehenge.wilts.sch.uk/our-school/staff-list/">https://www.stonehenge.wilts.sch.uk/our-school/staff-list/</a>

#### Parent/Carers of Pupils

Any parent concerned about their child should contact us as follows:

- Contact your child's Tutor in the first instance for day-to-day issues
- Contact your child's Progress Leader if you feel the matter at hand is not a routine one or you want to speak to a more senior member of staff
- Depending on the nature of the issue, you may wish to contact a member of the school's senior leadership team or Headmaster directly, or after speaking to other members of staff first. Please telephone or email the school (details above) if this is the case.

Note: All tutors and senior members of staff at school teach during the school day. If staff are not available when you ring in, Reception will ensure they get a message so that they can respond to your guery as soon as possible



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### **Uniform List**

Students should come to school in the correct school uniform which is as follows:-

#### GIRLS

Only the black knee length pleated Davenport skirt or girls trouser is permitted

Trousers should be a formal style, plain black and straight from the knee

White blouse with collar

School tie

Black Blazer with school logo

Plain black socks or black tights

Plain black formal shoes (with low heels)

Outdoor clothing must be plain and dark, without slogans

Denim is NOT permitted

Hoodies are NOT permitted

Trainers are NOT permitted

#### GIRLS-PE

- Black Performance PE top with logo
- Black bottoms from the approved supplier
- Black socks
- Sports trainers

Available from www.stitch-a-logo.co.uk

Uniform can be bought from Kids Klobber, Salisbury or PMG School Wear

#### BOYS

Trousers should be a formal style, plain black and straight from the knee down

Plain White shirt with collar

Black Blazer with school logo

School tie

Plain black socks

Plain black formal shoes

Outdoor clothing must be plain and dark, without

Denim is NOT permitted

Hoodies are NOT permitted

Trainers are NOT permitted

#### BOYS-PE

- Black Performance PE top with logo
- Black bottoms from the approved supplier
- Black socks
- Sports Trainers

Available from www.stitch-a-logo.co.uk

Available from www.sutch-a-logo.co.uk

Uniform can be bought from Kids Klobber, Salisbury or PMG School Wear

Your welcome pack contains details of authorised suppliers of school uniform and PE kit.

### **Appearance**

Hairstyles should be conventional, and extreme hairstyle are unacceptable e.g. tramlines, patterns, logos and bright or heavily bleached colours. Haircuts must be no shorter than a No 2, no severe undercuts.

The overriding principle is that all students must display a hairstyle which looks natural.

Hoodies, hats, caps, and scarves are not to be worn during school hours. In the summer we will inform the students of any changes to this rule.

Make up, if worn, must be subtle and discreet. (Key Stage 4 students ONLY– Key Stage 3 students are NOT permitted to wear make-up) Nail varnish is not permitted. Students will be asked to remove heavy makeup and nail varnish at the start of the school day. Aerosols are NOT allowed in school.



# Money, Jewellery & Valuables, etc.

#### MONEY

Students should not bring money to school other than what they need for bus fares. Students should not bring money to school in order to buy items from other students. We operate a cashless system in our canteen and students cannot purchase items with cash.

#### JEWELLERY

The only jewellery which is permitted in school is

- a watch
- a ring
- one earring per ear which should be a stud for safety reasons
- Students will have excess jewellery confiscated and we request that any ear piercing should happen at the start of a long holiday.

Students can become quite upset when a cherished item of jewellery is lost or misplaced—these items need to be left at home for safe keeping.

#### NO FACIAL PIERCINGS AT ALL

Nose, tongue or other studs must not be worn. This is a legal Health and Safety requirement.

Retainers are not allowed.

No false nails, coloured gel or shellac. Nail varnish of all descriptions is NOT permitted.

#### LITTER

The dropping of litter in school is totally unacceptable.

#### WRITING ON HANDS

Writing or drawing on hands, any other part of the body is not permitted.

#### LOST PROPERTY

Personal belongings should be clearly named.

Lost property is sent to Reception for collection.

Unfortunately we cannot hold on to every item that is handed in so we take unclaimed items to the recycling centre at the end of each term. If your child has lost an item— please ensure they check with Reception to see if we have it.



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### **Mobile Phones**

#### Mobile Phones are expensive accessories which may become a target for thieves.

The school does not accept any responsibility for mobile telephones, iPhones, iPods or any head-phones. If students choose to bring these into school parents must ensure they have adequate insurance in place. It is a disciplinary offence to use any of these items in a lesson. When students carry mobile 'phones switched on in school, they distract the owner and others from their learning.

From September 2018 our Mobile Phone Policy is-

- Pupils will be able to carry a mobile phone for use during the journey to school and the journey home.
- Once pupils enter the school premises mobile phones are to be switched off between 8.35am and 2.50pm.
- Mobile phones must not be used during social times, specifically morning break (10.55 11.15am) and lunchtime (1.15 – 1.50pm).
- Mobile phones must not be used in lessons this rule is already in place, but this will be enforced more rigorously and more consistently from September. A breach will result in confiscation of the phone which will be kept securely in the school safe for collection by a parent only,
  you will be informed of this by text message from the office.

Should you need to urgently contact your child—emergency contact may be made via Reception—our staff will send a message swiftly to the student concerned. However, if a student needs to make an urgent 'phone call they should see a member of staff and this can be arranged.

# **Employment of School Children**

#### What is legal?

Children under the age of 13 must not be employed.

An employer **MUST** make an application for a permit to employ a child. It is the employer's responsibility to make this application. The application includes a declaration from a parent/guardian and the child's school. Forms are available from the school if unavailable from the employer.

The restrictions apply to all students until they reach the school leaving date in June of Year 11.

For details of these restrictions you may contact the school's designated Education

Welfare Officer 01225 718230 or the Juvenile Employment Officer on - 01722 438123



### **School Meals**

Please see our current guidelines on the arrangements for food during the current pandemic

The Dining Hall 'gigaBITES' is always a busy place where students have a large selection of food available to them.

We hold a Breakfast Club where a variety of items area available including bacon rolls, toast, hot drinks etc.— Breakfast Club is on hold during the current pandemic

Break times and lunch times have a variety of items available to purchase and on a daily basis the following are available:-

- Freshly made sandwiches & baguettes with a variety of fillings
- Cold Chicken & Tuna pasta pots
- Fresh Fruit
- Yoghurt
- Bottled water (still or sparkling), milk, milk shakes, selection of fruit juices

We have a three week cycle of lunch menus which cover all preferences see the links on our website to take a look at the choices available

Every main meal is accompanied with a selection of vegetables. Bread and bread rolls are available with every meal.

FSM Students entitled to free meals can have food up to a value of £2.50. If you think you may be eligible for Free School Meals—ask our Office for an application form

We now operate a cashless catering system and can no longer accept cash as payment for food or drinks. Please top up your child's account via ParentPay

Please note that you can check what your child is buying by logging in to our ParentPay system.



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# **Insight at The Stonehenge School**

We use a web-based system called **PARS Insight** to allow pupils and parents secure access to viewing selected items of pupil information, such as reports, registers, attendance and behaviour. You are able to use this site to book your appointments for Parents' evenings. You can also see your child's timetable in here so you can get them all prepared for their day ahead.

#### **Pupils**

Pupils are able to accrue positive PARS points as rewards for many things from good behaviour, excellent attendance, being helpful to staff when undertaking their Junior Receptionist duty and ensuring they have the correct equipment with them for lessons.

Negative points can also be accrued for incorrect uniform, late arrival to class, poor behaviour and failure to complete homework on time.

Students can log into PARS Insight using their school login details.

#### **Parents**

Parents can log into Insight to check that we hold the correct contact information- details can be updated here as well as allocating new parental permissions for your child.

You should receive a personalised letter at the start of the new term giving you your Insight log -in information. You will need to keep this in a secure place as you will need to use it often.

If you have not received a login for PARS Insight, please send an e-mail with details of your child to <a href="mailto:pars@stonehenge.wilts.sch.uk">pars@stonehenge.wilts.sch.uk</a>

**If you have forgotten or haven't been sent your username** -Contact the school on 01980 or 623407 or 676652

You will need to confirm your email address and your child's tutor group.

**If you have your username and need a password reminder /reset** -You can retrieve your password from the login screen using your username or the email address associated with the account.

Insight only allows one email address per user, so if you and a partner or second parent with parental responsibility share an email address you would need to set up a second email address and then let us know.



# **Reading at Stonehenge**

Reading is really important to every child's success at school. We want all students to have a wide vocabulary, and to be able speak and write confidently and fluently. These are, after all, skills they will need long after they have left us. Reading is key to this, and there are several things that students can engage with outside school to develop their own reading skills.

#### Reading Records

We hope that all students leave school with a love of books and reading for pleasure. Students are expected to have a reading book with them (whether it's their own or one from the Library) at all times, and many lessons will start with some silent reading time.

Students will have a reading record, which we expect them to fill in with how much they have read that week, to help them track just how many books they can read in a year. We have a minimum expectation of students reading for five minutes a day, and we ask parents to support us in this by encouraging them, and by discussing what your son or daughter is reading with them. Please make sure reading records are filled in, as tutors will be checking.

#### **Bedrock Vocabulary**

All students at Key Stage 3 have access to the Bedrock Vocabulary online learning package. This is a piece of educational software that will help your child's reading to develop by introducing them to a range of different texts, and will teach them new and challenging vocabulary. All students will need to complete two Bedrock lessons every week, as English homework.

#### **Tassomai**

In addition to Bedrock, Tassomai is the other online learning system that we use to help develop Literacy skills. This too, is something students can complete at home to support their reading skills, and we expect students to complete four daily goals in the course of a week.

# And finally...

#### Checking for information

Schools send out many letters, texts and emails each day in order to pass on important information.

#### Forgotten letters in the bottom of a school bag

We often send out letters to you which are handed to your child during their tutor/registration time. Please ask your child on a frequent basis if they have been given any letters as important items for you can be forgotten or left at the bottom of a school bag. If we ask you to return a document by a specific date it will be because we need to book a coach for example and need to know the exact number of students on a trip, or we have to book a trainer or visitor. Please ensure that any form with a return date is sent back promptly so that we can our best to support your child.

#### **Emails**

As postage costs continue to rise we are sending more information via email. Please ensure that you have an email address, that is current, that we can use to send you information.

#### Website

We post letters that have been sent home on our website. You can also find contact details for the school, policies and write-ups of school trips/events and up-coming school events on there to

THE STONEHENGE SCHOOL HOLDERS ROAD AMESBURY WILTSHIRE SP4 7PW Tel: 01980 623407

E-Mail: admin@stonehenge.wilts.sch.uk www.stonehenge.wilts.sch.uk Absence line 01980 676650