



The School Ethos

Our aim is to provide a high quality learning environment and we are committed to maximising the abilities of each student. Excellence, trust and tolerance are fundamental values expected from all involved with this process. Our aim is to enable all to become responsible, fulfilled adults, who have the skills and confidence to be able to shape the future.

We seek the co-operation of all involved with St. Clement Danes to ensure the best quality education for our students. Form Tutors are the initial point of contact between home and School.

The School Responsibilities to Students and Parents/Guardians

The School will:

- provide access to a broad and balanced curriculum (incorporating the National Curriculum) through a safe and positive learning environment
- provide a range of activities which will enhance the experience and learning opportunities for students
- set, mark and monitor homework effectively, making appropriate use of the homework diary
- define clear expectations of students with regard to behaviour and discipline
- provide clear information to parents/guardians through written reports, handbooks, home-link and specific letters and notices
- deal with parental concerns and communications promptly and effectively
- provide appropriate guidance and information on subject choice, careers and other curriculum matters
- provide opportunities for direct meetings with staff to discuss student progress and other issues
- provide clear information, guidance and encouragement to students regarding progress and attainment through written reports, shared targets and coaching
- provide guidance and support to all students through the pastoral care system
- contact parents at the earliest appropriate moment should concerns or problems arise that affect a student's work or behaviour.

THE SCHOOL WILL PROVIDE A HIGH QUALITY LEARNING ENVIRONMENT AND IS COMMITTED TO MAXIMISING THE ABILITIES OF EACH STUDENT.

The Student Responsibilities

I shall:

- arrive at School each day on time, correctly dressed and properly equipped
- show respect for and co-operate with all members of staff and the whole School community
- respect the needs, the rights and the property of all others, having particular regard to the use of anti-social language and behaviour
- work with commitment and honesty, both at School and with homework
- respect and care for the School environment and local neighbourhood, with particular regard to litter and graffiti
- contribute to the School being free of all illegal drugs and other designated substances
- relay all communications between School and home reliably, making effective use of the home-link and homework diary
- become actively involved in all aspects of School life
- observe the School Code not only within School but also on journeys to and from School and also when representing the School
- move around the School showing a responsibility for the safety of others.

I SHALL UNDER NO CIRCUMSTANCES BULLY OTHER STUDENTS

The Parent/Guardian Responsibilities

I/We shall:

- ensure my/our child attends School regularly and punctually
- inform the School when my/our child is absent
- ensure that my/our child leaves home each day appropriately dressed, equipped and prepared for the School day
- only in exceptional circumstances request leave of absence for holiday purposes during term time
- ensure that any leave of absence is sought well in advance and sanctioned by School in accordance with the School guidelines
- be aware of documentation explaining School policy, available at the School office
- actively support the School in its efforts to ensure that my/our child's behaviour and attitude are always appropriate and in the best interests of all students, allowing successful learning and the highest possible achievement for all to occur
- actively support my/our child with homework, making effective use of the homework diary and providing, if at all possible, an appropriate space and environment for study at home
- draw matters of concern to the attention of the School at the earliest possible moment by informing the Form Tutor
- take note of and respond to all School communications promptly and effectively, eg. Homelink
- attend consultation and discussion meetings at the School regarding my/our child's work and progress
- participate, wherever possible, in activities organised by parents, staff and students for the ultimate benefit of all the students in the School.

I/WE SHALL TAKE AN ACTIVE INTEREST IN ALL ASPECTS OF MY/OUR CHILD'S LIFE AT SCHOOL

Contact:	<i>Deputy Head (Pastoral)</i>	Approved by Governing Body:	<i>Summer 2005</i>
Discussion group:	<i>Student Management Committee</i>	Review date:	<i>Summer 2008</i>