



17<sup>th</sup> December 2022

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Dear Parents/Carers,

As we reach the end of this challenging term, we wanted to take the opportunity to reinforce some key messages for the new year. Our expectations of all students are for the highest standards of conduct, respect, effort and personal achievement. We believe the close partnership between you as parents and staff at our school will result in your child achieving their very best at Ridgeway Academy. We will continue to challenge students to work hard, both in lessons and homework to continue to build excellent habits for learning which will lead to success in examinations. We are making some slight changes to our logistics in the new term to support these expectations.

## Changes for Spring Term – From Thursday 6<sup>th</sup> January 2021

### Entry to School

To support a smooth entrance at the beginning of the school day and exit at the end of the school day, we are changing the assigned gates for year groups. This reduced number of entrances will enable us to have more staff on duty to ensure the safety of students as well as increasing our ability to monitor student uniform and conduct.

**Key Stage 3 Students (Year 7/8/9)** – Enter/Exit via the H Block Gate on Herns Lane.

For parents collecting or dropping off students, please be respectful of the residents on Herns Lane, by parking at a sensible distance away from the school gates. Anybody parking on the yellow lines outside school will risk being reported to the police.

**Key Stage 4 Students (Year 10/11)** – Enter/Exit via the Sportshall Gate on Appletree Way.

For parents collecting or dropping students off, the sportshall gate will be open for parents to use the car park to pick up and drop off students. Please be respectful of the residents in Appletree Way by not parking on the yellow lines when collecting students.

### Standards - Uniform, Equipment and Conduct

The following checks that will take place on entry to school:

- **Uniform** – All students should be in full school uniform including appropriate school shoes. **Students will no longer be able to wear their PE kit to school.** On their PE days students should bring in PE kit in their bags and change at the beginning of the lesson.
- **Face Masks** – All students will be asked to show their face masks or exemption cards on entry to school. Students will be required to wear face masks in communal areas around the school, such as assembly halls, corridors and changing rooms. The school will continue to ensure these areas are well ventilated with open windows where possible.
- **Jewellery** – All students will be checked to make sure that all rings, bracelets have been removed and that earrings are in line with school policy. **Students will also need to remove all facial piercings.** We have tried to be supportive around this issue, but this has resulted in students pushing boundaries to an unacceptable level. Students who refuse to remove their facial piercings will be sent home.

## **Students Without Correct Uniform**

Students without the correct uniform will be provided with spare uniform where possible and sanctioned appropriately. This will include being lent appropriate footwear from our limited stock. Students arriving in PE kit and students who refuse to change their footwear will be sent home to get changed and sanctioned appropriately.

## **Uniform Expectations**

Students must be in full school uniform every day from January. Shirts must be tucked in at all times with the top button also secured and the tie displaying the Ridgeway Crest and correctly tied.

- Tie and Blazer must be worn on site at all times.
- Skirts must reach the top of the knees.
- Hair must be a natural colour and no extreme hair styles are acceptable.
- Make-up, false/gel nails and nail varnish is not to be worn by any student in school. Students will be required to remove make-up, false/gel nails and nail varnish.
- Earrings - One small pair of studs can be worn (but these must be removed for PE lessons)
- No other jewellery is permitted, this includes facial and other body piercings.
- Only the Ridgeway Academy jumper is permitted, no other jumpers, hoodies or other layers are permitted. A coat should be purchased for the colder weather.
- Only school shoes are permitted; trainers, plimsolls and boots will not be tolerated. If a student does not have the correct shoes they will be asked to wear school shoes provided by student services for the day. Unless there is a medical condition students will be required to change - please support us in ensuring that students change into shoes offered.

The Ridgeway Uniform Policy can be found on the school website via the link below:

[Ridgeway Uniform](#)

## **Mobile Phones**

Students who have a mobile phone in their possession at school are expected to turn it off before entering the school and put it away in their bag for the duration of the day. Any student's mobile phone that is seen during the day will be confiscated and placed at reception for them to collect at the end of the day. Any student caught using their mobile phone and refusing to hand it over will be sanctioned appropriately and parents will have to attend a follow up meeting. Repeated infringements could lead to exclusion.

If any student has an emergency situation where they need to use their mobile phone, they should speak to a member of staff and they will be supervised accordingly.

## **Parental Support**

We would like to thank you in advance for supporting us with these measures to ensure a safe, smart and positive start to the New Year at Ridgeway. Please support us by:

- Ensuring your child is well equipped for school, including full school uniform, equipment and a face mask.
- In the morning when your child leaves for school, please make sure that your child is wearing the appropriate uniform, including school shoes and removing any inappropriate jewellery.
- Reinforcing the message regarding the use of mobile phones and supporting the school when students breach these rules.

We would like to remind parents of the importance of a positive learning attitude and how students are responsible for making good choices throughout the school day. It has been a challenging time returning from remote learning. Many students have responded well and we applaud their determination and positive attitude. Ridgeway Academy values are integral to success within our community, showing respect to all, building positive relationships and taking responsibility for their own actions. It is imperative that all students are reminded of the importance of following the school code of conduct, and that they are respectful and responsive when interacting with all members of the school community. We are working with all students on the following focus areas:

**Courtesy and Respect** around school and in lessons - This includes speaking politely to all members of our school community, picking up litter, offering to help others, holding doors open for each other and following instructions for the first time. Exemplary behaviour will be rewarded with house points.

- **Attitude to learning** - Students arrive to lessons well prepared and ready to learn. They should meet their teacher in their designated classroom and quickly settle to ensure the register can be taken in silence. During the lesson, students should strive to follow our 'Brilliant Basics' and achieve house points to acknowledge their exemplary effort to their learning.
- **Punctuality to lessons** - Students arrive on time to all lessons, taking the shortest route to get there. Students who do not have one single late mark entered on system are entered into a prize draw to be rewarded for their exemplary effort.
- **Uniform** - Ensure that uniform is worn correctly at all times.

We would like to thank you in advance for your support with these matters. We hope that by providing some clarity on these issues, prior to the end of term, that it will give you the opportunity to discuss them with your child and make the necessary preparations for January.

We hope that you and your loved ones have a safe and enjoyable Christmas and we look forward to seeing you in the new year.

Kind regards



Mr D Smith  
**Deputy Headteacher**