

Thomas Telford School



Charter for Students

Approved by the Parents Advisory Council – October 2015
Updated June 2016

Charter for Students

What Standards of Behaviour are expected of students?

Thomas Telford School does not have a long list of Rules but students should make special note of these eight very important statements.



Dress

Always wear official dress. If you do not conform, your parents will be asked to collect you immediately and you will not be allowed to return to school until the problem is resolved. Always wear official dress (including name badge) smartly.



Bullying

Everyone must be safe. Aggressive or threatening behaviour will result in your parents being asked to collect you immediately from school. Bullying will not be tolerated.



Behaviour

Teachers are employed to teach and students come to school to learn. Any student who prevents this happening will have to attend a meeting with the Deputy Head and parents. Persist and you could lose your place at the school.



Mobile Phones

Your mobile phone must be switched off on the school site during normal school hours, including lunch and break times. Mobile phones must not be used to take photographs or videos anywhere in the school or the area immediately outside the school or on the school coaches. Failure to comply will result in your mobile phone being taken off you and this will then have to be collected by your parents.

Any attempts to post written comments, video or photo images on free websites or social media, eg, You Tube, which leads to bullying or humiliation of students or staff, or discredits the school, will be dealt with most severely and may lead to you losing your place at the school.



Resources

Be sure to treat the ICT facilities properly and with a high level of care. Downloading inappropriate materials is a serious breach of School rules which could lead to you losing your place at the school. You should discuss with your parents what inappropriate materials are.



Cheating

Cheating is regarded very seriously and can lead to the removal of your qualifications. So make sure that you do not try to copy from other students in examinations or for your coursework, homework, etc.



Chewing Gum

Chewing gum is not allowed on school premises. It causes considerable damage to the fabric of the building and any student found in possession of, or chewing gum, will have to be collected immediately from school by parents.



Drugs

Illegal or harmful drugs and substances are very dangerous and students should note that there will be no toleration of possession, sale, purchase or consumption at the school or in the community. Such activity will result in expulsion and the Police will be informed.

How can students get the best service from Personal Tutors, Teachers, Support Staff and the School?



Timekeeping

Be on time for school. Most students arrive before 8.20am for an 8.30am start.



Homework

Always complete homework. You can have as much as you want! Use your homework log to manage your homework more effectively.



Never tolerate a bully. Always tell your Personal Tutor the first time this happens. They will help you. Remember, this includes Cyber Bullying.



Team Games

Support your friends by taking part in team and group activities. It is expected that you will always represent the school if you have sporting talent.



Performing Arts

Participate in the many after-school activities available.



Session 3

You must attend the extra lessons specially organised for you after 3.15pm. This is especially important if you need more support with a subject. This will help you in the long run.



Work Hard

Work hard at all times and always ask if you do not understand something.



Politeness

Always be polite in discussions with your teachers, staff, visitors and fellow students.



Equipment

Take care of your equipment and respect other people's belongings.



Valuables

Don't bring valuable items (ipods, jewellery, etc) to school as loss and theft will not be covered by insurance. You should make sure that your parents have made their own insurance arrangements.

Students should feel good about being successful!



Your teachers will work hard to ensure that you are:

100%

Valued and given quality care and confidentiality where appropriate.



Encouraged by providing you with stimulating lessons and incentives to do well.



Involved in your education by providing regular information to you and your parents on progress.



Congratulated by providing recognition and rewards.



Benefiting through lots of opportunities in academic, sporting, musical and cultural activities.



Supported by providing safe, orderly conditions for you to learn effectively.

Students should feel confident about expressing their views about the life and work of the school



Students can discuss any problems or concerns with their Personal Tutor, the School Nurse, a Subject Teacher or a Deputy Head.



Students can see the Headmaster at any time to discuss issues of concern.



Students can use the 'Concerns, Complaints, Suggestions and Thank You' procedure to inform the Headmaster of their views (this form is attached to the back of the Charter and further copies are available at the School Reception) or to suggest areas for improvement.



Students may be invited to one of the Headmaster's working lunches where 14 students (two from each teaching group) have an opportunity to express their views about the school and to make recommendations on how the school may be improved.

Different students are invited each year so that as many students as possible can be involved in the process.



Students may also express their views to the Head boy and Head girl of their Year Group.



Students will be asked for the views at key points during their education at the school. For example, following Year 7 Induction Day, Key Stage 4 Options process, etc.

Students should feel confident about expressing their views about the life and work of the School

STUDENTS DID YOU KNOW?

- You can discuss any problems or concerns with your Personal Tutor or a Subject Teacher or a Deputy Head.
- You can see the Headmaster at any time to discuss issues of concern.
- You can use the Concerns, Complaints, Suggestions and Thank You procedure to inform the Headmaster of your views (this form is attached to the back of the Charter and further copies are available at the School Reception) or to suggest areas for improvement.
- You may be invited to one of the Headmaster's working lunches where you have an opportunity to express your views about the School and to make recommendations on how the School may be improved.

The current cycle of meetings is:

Year 7	January
Year 8	April
Year 9	December
Year 10	October
Year 11	February
First Year Sixth Form	March
Second Year Sixth Form	November

Different students are invited each year so that as many students as possible can be involved in the process.

- Your views and feedback are welcomed and valued. Consequently, opinions are sought at various times throughout the year, e.g. reviewing work completed, suggesting ideas to the Sixth Form Headship Team.



Thomas Telford School



Concerns, Complaints, Suggestions and Thank You

This is your School and we want to hear your opinions and ideas. You may wish to say thank you, share a concern, make a complaint or suggest an improvement. You can express your views in a range of ways.

You could talk to anyone of the following people:

- Your Personal Tutor
- Any Teacher
- The School Nurse Mrs Howard
- The Head of your Key Stage – Mr Furlong (Years 7 and 8)
 Mr Arnold (Years 9, 10 and 11)
 Mr Rawlings (Sixth Form)
- Any Other Deputy Head - Mrs Flynn
 Mr Taylor
- The Headmaster Sir Kevin Satchwell
- The Head Boy and Head Girl of your Year Group

Alternatively, you can complete the form on the reverse of this page and hand it into the School Reception.

Further copies of this form are available from Reception.

Name: Year Group PT:

Please tick below:

Suggestion

Thank You

Concern

Complaint

If you have a concern or complaint, we will do our utmost to respond within 24 hours. If you need an appointment to see the Headmaster, please tick the box below.

Yes, please make me an appointment to see the Headmaster

Details:

What changes would you like to see?

Signed: Date: