



# de Ferrers

Specialist Technology College

## OUR PARTNERSHIP AGREEMENT WITH PARENTS

### 2009-10



## de Ferrers in Partnership with Parents

We believe that students gain more success when college and parents work together. Parents can be of greater support if they know what the college is trying to achieve and how they can help. Our de Ferrers Agreement explains how we can develop this partnership.

We seek parental views through an annual questionnaire on Consultation Day and the Parents' Focus Group and encourage any parent to attend these meetings.

At de Ferrers we aim to support student achievement and help them realise their potential as learners. We are also concerned with the development of the whole person and recognise our contribution to all aspects of a students' wellbeing. We will provide a supportive environment within which our students can succeed academically, personally and socially.

We also aim to promote good citizenship by offering a comprehensive Citizenship, Personal, Social and Health Education programme. Our key word for working together is **RESPECT**.

Your support for this Agreement will help equip students for their future. We would encourage you to discuss this document with your son/daughter before you sign it. There have been some amendments since last year.

**M A York**  
Principal

*September 2009*

## The College will:

### ATTENDANCE

- **Monitor** individual, year group and whole college attendance rates with particular reference to truancy and persistent absenteeism (students with less than 81% attendance)
- **Inform** parents as early as possible of concerns about attendance.
- **Recognise** that, from time to time, students will have to attend medical appointments in college time and provide an offsite pass for this purpose.
- **Inform** parents if punctuality becomes a problem.

### COMMUNICATION

- **Seek** to respond as soon as is practically possible to any parental contact and, in an emergency, a senior member of staff will respond as soon as possible.
- **Contact** home by the use of student post in normal circumstances. In an emergency, all efforts will be made to contact parents via the contact data available in college.
- **Publish** a newsletter each half term.
- **Provide** student organisers for each student to record homework, achievements and other college information.
- **Images** of students/photographs will be used by the college and may be shared with local media and placed on the college website to celebrate success, e.g. college productions, sporting teams, choirs, bands etc.
- **Arrange** to accommodate any specific access, audio, visual and any other requirements (if notified) to facilitate visits to the college.
- **Use** the college website ([www.deferrers.com](http://www.deferrers.com)) to ensure prompt communication with parents, particularly in special circumstances, e.g. inclement weather.

## Parents Agree to:

### ATTENDANCE

- **Understand** that 90% attendance is equivalent to half a year off college between Year 7 and Year 11.
- **Avoid** taking students out of college unnecessarily and provide a letter requesting an offsite pass when this is unavoidable.
- **Inform** the college as soon as possible if their child is ill and send in a note to cover the illness on the return of the child.
- **Send** in a written note if the child is late for college.
- **Try** to avoid taking students out of college for family holidays.
- **Understand** that the Principal reserves the right **not** to authorise in excess of two weeks' holiday during term time.

### COMMUNICATION

- **Have** consideration for the fact that teachers are not always able to respond immediately because of their teaching commitment.
- **Make** an appointment, whenever possible, before visiting the college.
- **Let** the college know changes of address and telephone numbers.
- **Ask** the child for college publications and read them.
- **Ask** to see and sign the student organiser each week.
- **Communicate** with the college in writing if they do not wish photographs of their son/daughter to be used in this way.
- **Advise** the college of any specific access, audio, visual and any other requirements with regard to visits to the college.

# The College will:

## REPORTS AND PARENTS' CONSULTATION

**Provide** a full annual written report and also a brief interim report for each student. In addition, there will be an opportunity for parents to meet and discuss progress and target setting at a Parents' Consultation Day once a year. An opportunity for parental responses will be made available on each written report.

**Seek** to implement Government requirements with effect from September 2010 with regard to the parental gateway.

## BEHAVIOUR

**Expect** students to behave in a manner that reflects well upon the college. Disruption of the learning of others, bad language, or behaviour that threatens the wellbeing of others, including any violence, will not be tolerated.

***N.B. All offensive weapons, including laser pens, are banned from the college premises. Recompense will be sought for wilful damage caused to college property or equipment, and any items which could be dangerous to Health and Safety are banned.***

## BEHAVIOUR MANAGEMENT

■ **Deal** with minor teaching room incidents through the teacher. Incident Report forms will be returned to the appropriate staff so that an overview of behaviour can be seen.

■ **Use** a variety of sanctions, including after college detentions.

■ **Use** fixed term or permanent exclusions for major breaches of discipline.

■ **Take** the decision to involve outside agencies, appropriate

■ **Recognise** its duty of care under Safeguarding Children guidelines and report incidents as appropriate to First Response.

# Parents Agree to:

## REPORTS AND PARENTS' CONSULTATION

■ **Do** their best to attend Parents' Consultation Day/ Information Evenings.

■ **Read** the report, discuss it with the student and return the acknowledgement slip with constructive comments for college use.

■ **Respond** to the college with regard to information about their child

## BEHAVIOUR

■ **Support** the college by reinforcing good behaviour, and encourage students to show respect and concern for others.

■ **Discourage** bad and racist language.

■ **Discourage** students from using violence, using violence as a threat and returning violence.

## BEHAVIOUR MANAGEMENT

■ **Acknowledge** information from the college and encourage students to respond in a positive manner.

■ **Come** into college to discuss the situation before student returns from an exclusion.

■ **Understand** that the college has a right to place students in detention.

■ **Work** with external agencies as appropriate, to support their child.

## STUDENT WELLBEING

### The College will:

#### BULLYING

- **Work** with staff, students and parents to create a college community where bullying is not tolerated.
- **Act** in accordance with the anti-bullying policy agreed with our partner primary schools.
- **Discuss** monitor and review our anti-bullying policy on a regular basis.
- **Support** staff to identify and tackle bullying appropriately.
- **Ensure** that students are aware that all bullying concerns will be dealt with sensitively and effectively.
- **Report** back quickly to parents/carers regarding their concerns on bullying.
- **Seek** to learn from anti-bullying good practice elsewhere and utilise the support of the Local Authority and relevant statutory/voluntary organisations when appropriate.

#### HEALTHY LIVING

- **Inform** students about the risks and consequences of drug misuse through a comprehensive Citizenship Personal and Social Education Programme.
- **Deal** with students involved in drug misuse in line with the College policy. The college has a zero tolerance towards drug misuse. This will result in permanent exclusion.
- **Ensure** that all parents of students suspected of an involvement with drugs are informed of those suspicions, however unclear those suspicions may be.
- **Report** to the Police any findings of suspected drugs within the college premises or on a college trip.
- **Promote** healthy eating. Promote exercise and a healthy lifestyle.

## STUDENT WELLBEING

### Parents Agree to:

#### BULLYING

- **Support** the college by recognising that bullying has a wider definition than physical acts.
- **Encourage** students to report bullying when it is seen or received.
- **Discourage** students from being involved with bullying.
- **Support** young people in placing their own skills and experience at the use of others.

#### HEALTHY LIVING

##### DRUGS

- **Understand** that the college has a zero tolerance of drug misuse.
- **Support** the college's healthy eating programme.
- **Encourage** the child to take exercise and live a healthy lifestyle.

## The College will:

### SMOKING

■ **Maintain** the Government's non-smoking policy. This includes the college buildings and grounds. Staff, parents and students are asked to respect this. Students caught smoking will have cigarettes and lighters confiscated for parental collection.

### ADMINISTRATION OF MEDICATION

■ **Support** the philosophy that students gain the maximum benefit from their education and therefore should not be excluded purely as a result of requiring medication

■ **Identify** staff, including the College Health Advisor and qualified First Aiders able to administer medication.

### EQUIPMENT AND UNIFORM

■ **Maintain** a college uniform as specified, which should be correctly worn at to and from college. ***NB Trainers / track-suit/denim tops/hoodies are not an integral part of the college uniform.***

■ **Provide** essential equipment and books.

■ **Provide** a student organiser for all students.

■ **Provide** laundered PE kit for student to wear if kit is forgotten ***NB if a student continually forgets PE kit, then sanctions will be implemented.***

## Parents Agree to:

### SMOKING

■ **Understand** that the college has a legal obligation with regard to smoking, including to and from college.

### ADMINISTRATION OF MEDICATION

■ **Complete** the College Parental Consent form ensuring the medicines are in the original container with the dispensing label clearly showing:

- **Name of child**

- **Name of medicine**

- **Dose and dosage frequency**

- **Cautionary advice/special instructions/date of dispensing/expiry date.**

■ **Ensure** children are aware that medicines should be handed into the Health Advisor/First Aider on arrival at college, with the exception of inhalers and epipens.

### EQUIPMENT AND UNIFORM

■ **Ensure** that students leave home wearing the correct college uniform, or where necessary provide a note covering any missing items.

■ **A medical** note must be provided for students not wearing shoes, appropriate for college.

■ **Encourage** students to have pride in their appearance in college uniform.

■ **Ensure** that each child comes to college with books, pen, pencil, eraser, ruler, dictionary and when appropriate a calculator.

■ **Ensure** that correct PE kit is provided for all PE lessons.

■ **Read** carefully the information provided about the wearing of jewellery and college uniform.

## The College will:

### VALUABLES

■ **Discourage** the bringing of any valuables onto the college site. Students must be responsible for their own possessions. NB Mobile phones, mp3 players and other electronic devices are not allowed in college. Trading of items in college is not allowed.

### HOMEWORK

- **Set** homework for all students.
- **Provide** support for non-completion of homework.
- **Inform** parents of regular non-completion of homework.

### GENERAL ORGANISATION

■ **Review** teaching groups and move students to maximise their learning opportunities.

### LUNCHTIME

- **Provide** students with lunchtime recreational facilities.

*Together, staff and parents will celebrate students' successes in all aspects of college life*

## Parents Agree to:

### VALUABLES

■ **Label** all personal property and discourage students from bringing items of sentimental or actual value into college.

### HOMEWORK

- **Encourage** students to complete homework to the best of their ability and to inform teachers where homework is not completed because of its length or difficulty.
- **Encourage** students to undertake work beyond that set for homework and, in particular, encourage students to read.

### GENERAL ORGANISATION

- **Accept** the need for the college to review teaching groups and move students accordingly.
- **Ensure** that students attend these sessions to complete unfinished work or to support coursework.

### LUNCHTIME

- **Support** the college policy on lunchtime arrangements.

*Together, staff and parents will celebrate students' successes in all aspects of college life*

## SOCIAL NETWORKING SITES

■ **No** student should post images or video footage of either college staff, students, images of the college or the college name on any internet site without prior written consent from the Technical Support Manager or from the persons involved.

## E SAFETY

■ **All** college students will look at issues relating to safety using the internet in KS3. Students should avoid giving personal details on social networking sites and their home pages, especially their full name, age, college or address.

***Full policies covering the issues mentioned in this document, including the Racial Equality and Equal Opportunities Policies are available from the college. The college complied with the Freedom of Information Act 2005.***

Any parents who wish to view the policies should contact the Principal in writing, giving a fortnight's notice. Arrangements can then be made for an appointment to inspect the documents. Where parents wish to take the documents away, they will be expected to meet the charges of photocopying.

The information in this booklet is correct at present, but it is impossible to ensure that there will be no changes during the college year. Parents will be informed of any specific changes.



**de Ferrers**  
Specialist Technology College

## IN PARTNERSHIP WITH PARENTS

I have received and read a copy of the Partnership Agreement with Parents which I understand and accept.

Student  
Name.....

Tutor Group.....

Signed .....

Parent/Guardian with parental responsibility

*September 2009*

***To be returned by Monday 14th September 2009.***

