

Our Ref: FMC/THO/JWO

14th September, 2018



Dear Parents/Carers,

We wish to welcome our students and staff back from our Summer break for what promises to be the most fulfilling and exciting year yet at Irlam & Cadishead College.

A key focus for us will be to build strong and successful relationships with our parents, governors, primary schools, businesses, the local authority and other members of the local community, working collectively to make Irlam & Cadishead College the first choice of education in the area.

We have already communicated to the students 5 key values that are important for moving the academy forward; belief, achievement, aspiration, respect and hard work. These values underpin the academy's key objective of creating a safe and successful learning community where students believe in themselves, aspire to be the very best they can be and respect one and other and all those within the academy environment. Moving forward it is important that everyone is united in the common purpose to drive up standards and strive for greater success in next year's GCSEs.

The vast majority of our students have responded very positively to our new behaviour strategy, however, there are a very small number who still think it is perfectly acceptable to disrupt lessons, to wear improper uniform, refuse to follow academy rules and staff instruction. This will not be tolerated now or in the future and those students will not be welcome in this academy if they continue to act in this manner. We are totally committed to creating a safe and successful learning environment and I am sure that every parent/guardian will support us in this quest.

This letter includes important information and outlines our expectations for the whole year so we trust that you will read it carefully and continue to work in partnership with us.

Important Telephone Numbers

0161 537 0660 Main School Number
0161 537 1864 Student Absence Line

Year 11

All students in Year 11 will be expected to attend school until 3.30pm each day to complete classwork, homework or revision. This provision will support all students in Year 11 at this crucial time in their education. Furthermore, attendance at school until 3.30pm will give all students the opportunity to access support and extra lessons or revision that will enable them to fulfil their potential in external assessments. A copy of the Year 11 Period 6 timetable will be published in due course.



Co-Curricular Activities

It is statistically proven that students who engage in the wider school life are the most academically successful. All students in Years 7, 8 and 9 are expected to join in at least one enrichment activity per week. In order to broaden the range of activities to choose from and in response to comments from some of our parents', students can attend these enrichments any day of the week. Of course, if students wish to attend additional co-curricular sessions they are more than welcome to do so. We will distribute our Co-Curricular Activities Timetable at a later date and are looking forward to seeing our students engage in a number of activities over the course of the year and seeing how they reap the rewards as a result.

Attendance

Poor attendance at school has a significant impact on attainment and future life chances;

Of students who miss 50% of school only 3% achieve 5 grades 9-4 including English and Maths.

Of students who miss up to 30% of school only 35% achieve grades 9-4 including English and Maths

Of students who do not miss school 73% achieve 9-4 including English and Maths. In this year's results at Irlam & Cadishead College the students with the poorest attendance made significantly less progress than their peers.

Students have made a fantastic start to the term. Our expected attendance of all students is 100%. In the event of unavoidable absence please contact our dedicated attendance line 0161-537-1864. Should you wish to contact our Attendance Officer then please call Mrs Debra Raw on 0161 537 1824.

Any student whose attendance has dropped to 96%-97% will be met by their Head of Year to discuss and resolve any issues and students whose attendance has fallen to 95% are a cause for concern. At 95%, home visits will take place so we can ensure that any issues are addressed and that students and parents understand the legislation with regard to school attendance and the importance of coming into school.

Form Time starts at 8.30am and therefore students should be in school by 8.25am. Any student entering the school building after 8.30am will receive a late mark and will also have a 'same day' 30 minute detention unless they have extenuating circumstances. Any student arriving after 9.00am will receive an unauthorised absence mark for the morning session and must attend a 1 hour 'same day' detention after school.

Our attendance team will continue to support parents to ensure all students are attending school regularly and there are rewards in place such as prize draws, trips, non-uniform days and an invitation to our Annual Rewards Prizegiving. Please note that students who have poor attendance or who have been late in excess of 3 times will not be permitted to join any academy school trips or miss further lessons for activities. Obviously where there is a medical condition we will take that into consideration.



We wish to remind you that in keeping with the Education (Pupil Registration) (England) Regulations 2006, Headteachers cannot authorise holidays in term time. This came into effect from 1st September 2013 and applies to all maintained schools and special schools not maintained by the Local Authority. Therefore, holidays will not be authorised under any circumstances. All holidays and appointments should be made outside of school time and should not impact on attendance. In order to support you in avoiding appointments and holidays in term time term dates can be found on our website.

All of these measures are in place to ensure that all students are able to access their right to full time quality education and are given every possible opportunity to achieve their potential and ensure best possible opportunities in the future.

Behaviour/Discipline

Irlam & Cadishead College has high expectations with regard to behaviour; respectful behaviour is expected at all times in order to ensure the wellbeing of all students. We will continue to issue students with a detention and use our Internal Exclusion (IE) provision when these expectations are not met.

We wish to confirm that high standards of behaviour are also expected from all students online, travelling to and from Irlam & Cadishead College and any other occasion when students may be wearing school uniform. Therefore, we reserve the right to discipline students breaching our Code of Conduct in these situations or circumstances.

In relation to online behaviour all parents/carers are advised that students making inappropriate or derogatory comments about Irlam & Cadishead College or our staff will be excluded from school. Students liking or engaging with negative comments on social media in relation to Irlam & Cadishead College or our staff will not be permitted to represent the school (inside or outside school hours) and may not be permitted to join in any rewards or reward trips organised by our staff.

We wish to remind parents/carers that teachers have statutory authority to discipline students whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction (Section 91 of the Education and Inspections Act 2006). Section 92 Education and Inspections Act 2006 gives schools' legal authority to detain pupils without parental consent. We would like to inform you that the Education Act was amended in 2011 to allow secondary schools to keep students in detention without notice, this came into effect in January 2012. With regard to detentions, teachers have a specific legal power to impose detention outside school hours.

A full copy of our interim Behaviour and Reward Policy is available on our website. This Policy will be reviewed in the Autumn term as we enter phase 2 of the Binary Behaviour System.

Mobile Phones

Mobile phones have been proven to negatively impact on student achievement in school; they are a distraction impacting significantly on learning. Research has confirmed that schools with a total ban on mobile phones perform better academically. All students have been informed that mobile phones are only to be used outside of the school building during break and lunch time and must be switched



off and out of sight whilst in the school building. If this is not adhered to then mobile phones will be banned from the school at all times. We will be reviewing our mobile phone policy during the Autumn term.

If a member of staff sees a student with a mobile phone in the school building, please be aware that it will be confiscated and taken to Student Services. Students may collect the device at 3.00pm. **Parent or legal guardians will be contacted to collect the device should an incident be repeated.**

The Association of School and College Leaders (ASCL), published results of a survey of secondary school Headteachers and Principals in England, Wales and Northern Ireland in March.

A survey of Headteachers by ASCL in March 2018 in relation to impact on pupils of social media concluded that;

- 95% felt that the mental health and wellbeing of a proportion of their pupils had suffered as a result of social media use, with many (39%) saying more than half of their pupils were affected.
- Almost all had received reports of pupils being bullied on social media, with 40% saying that incidents were reported on a daily or weekly basis.
- Almost all had received reports of pupils encountering upsetting material on social media – such as sexual content, self-harm, bullying, or hate speech – with 27% saying incidents were reported on a daily or weekly basis.
- 89% had received reports of pupils being approached by strangers on social media sites.
- 93% had received reports of pupils experiencing low self-esteem as a result of seeing idealised images and experiences on social media, with 22% saying that pupils reported such feelings on a daily or weekly basis.
- 96% had received reports of pupils missing out on sleep as a result of social media use, with 32% saying they received such reports on a daily or weekly basis.

Uniform & Personal Appearance

At Irlam & Cadishead College we are incredibly proud of our smart appearance and we feel that it is important to have pride in our school. It has been statistically proven that schools with a strict uniform code often enjoy increased academic success and have higher aspirations. Please see your child's student planner and our website.

In keeping with this philosophy, students are not permitted to wear make-up, false tan, false nails, nail polish and should only wear 1 pair of plain stud earrings (one earring per ear to be worn in the lower ear lobe). Students should wear black footwear which covers the foot and can be polished.

All students should be clean shaven with hair worn in a simple, neat style. Shaved patterns and any unnatural dyed colours will not be accepted. All students must wear blazers at all times, except when permission has been given in the classroom or removed for PE. Please note that girls ties are compulsory and all students must wear ties appropriately; shirts and blouses must be tucked in at all times. Girls should wear either plain black 'school' trousers or a black pleated skirt. Please note that it has been agreed by our current Leadership that the school jumper is compulsory from October half



term to Easter – during the Summer months the jumper will become optional; this is opposed to it being all year round.

Homework/Learning

A new homework timetable will be issued shortly and a copy made available on our website for your information. Homework extends and consolidates learning and contributes significantly towards academic success. All students will have regular homework which must be recorded in their student planner and completed on time. Students should be encouraged and supported at home by being provided with an appropriate place to study. The Student Planner must be signed weekly by parents/carers – this ensures that parents/carers are kept well informed. In order to support students completing homework our Learning Resource Centre (LRC) has full internet access, support from staff and is open until 4.00pm Monday – Thursday.

At Irlam & Cadishead College this year we intend to develop further homework and independent learning. Students are entering the toughest GCSE regime ever in Key Stage 4 and a more competitive and fast paced workplace. Students need to take more ownership of their learning and revision. As a result, this year **all students** will undertake examinations – dates for these examinations will be published on the school website at a later stage. Students in Year 11 will complete mock exams in November, February and final external examinations in May-June 2019.

Please note - for each subject we intend to display the names of the highest 50% students and in each year group overall. **Please inform Acting Senior Leader, Mrs C Jones at Irlam & Cadishead College if you do not wish for your child's name to be displayed should they achieve results in the top 50% of the year** Catherine.jones@iccollege.org

In order to prepare students, we will need to develop excellent revision and retention strategies; we will be working with students in relation to this over the course of the year – we will be reminding students that revision often needs to be over a longer period of time to ensure that this can be most effective and we will be holding a Year 11 GCSE Champions Evening on 11th October. Your attendance is essential in order to support and guide your child throughout this crucial academic year.

In numeracy; all students in Years 7, 8 and 9 will be given logins for TTrackstars, this is a website which helps students to practise their times tables. We would strongly encourage students to be using this 3 to 4 times per week for around 10 minutes each time to aid retention. There will be a leader board across their year group and certificates each half term.

The Maths department are working with United Learning and will be introducing Hegarty Maths in the coming weeks. The Learning Resource Centre is available during Period 6 until 4.00 pm Monday - Thursday to support students who may not have internet access at home or prefer to complete these activities in school.

We will be continuing to promote our reading culture across the school. Reading for just 10 minutes a day can have a significant positive impact on individual levels of literacy. Reading has been proven to improve vocabulary, increase knowledge, improve memory, develop analytical thinking skills and improve focus, concentration and writing. We will be holding in school events in promotion of reading



and encouraging reading across the curriculum. Please continue to encourage this reading culture at home.

If you have any queries in relation to your child's progress, homework or exams, your first point of contact should be their Subject Teacher or their Head of Year if your concerns are in relation to homework across the curriculum.

Please see below for Head of Year contact details:

- Year 7 – Miss Lloyd 0161 537 1817 or Kerry.lloyd@iccollege.org
- Year 8 – Mr Cornwell 0161 537 1818 or Gary.cornwell@iccollege.org
- Year 9 – Mrs Cullen 0161 537 1819 or Carly.cullen@iccollege.org
- Year 10 – Mrs Lancaster 0161 537 1820 or Rachel.lancaster@iccollege.org
- Year 11 – Mrs Cotton 0161 537 1821 or Daisy.cotton@iccollege.org

Student Planner

The student planner also contains important information and support with regard to your child's education at Irlam & Cadishead College, this does include information outlined above and additional points. We would appreciate it if you could read this information carefully with your child along with any further information which may be on our website; this may also be your first point of reference with any queries about school procedure or policy. All students will be expected to bring their planner to school each day.

Support/Free School Meals/Clothing Grants

In order to find out if you qualify for Free School Meals or access a claim form, please visit the Local Authority website: <https://www.salford.gov.uk/schools-and-learning/free-school-meals/> .

Once you have completed the online form this is submitted straight to the Free School Meals Team at Salford City Council to be processed. You do not have to send in proof of your qualifying income as the Free School Meals Team will verify your claim with the Department for Work and Pensions.

Staff

We would like to welcome to our 'strong and dedicated team' at the school the following staff and we look forward to working with them over the course of the year:

Miss A Colgan	Teacher of MFL
Ms K Holt	Teacher of Mathematics
Mr J Mulligan	Teacher of Mathematics
Mr E McDyer	Teacher of Mathematics
Miss L Gohery	Teacher of Science
Mr M Hibbard	Teacher of Science



Upcoming Events

During this first term we will again be incredibly busy and so we outline below some dates which may be of particular interest:

Wednesday 3 rd October	All Parent/Carers meeting with Derek Davies, Regional Director United Learning at 4.00pm at ICC
Thursday 4 th October	Y7 Settling In Evening 4.00 – 7.00pm
Tuesday 9 th October	ICC Open Evening 4.00 - 7.00pm
Thursday 11 th October	Y11 GCSE Champions Evening 6.00 -7.30pm
Thursday 11 th October – Friday 12 th October	Educational Visit to London including visit to Parliament
Friday 30 th November	Staff Planning Day – students not in school

In addition, our Parents/Carers' Evenings are as follows:

Thursday 13 th December	Year 10
Thursday 14 th February	Year 9
Thursday 28 th March – Final Count Down	Year 11
Thursday 18 th April Options Evening	Year 9
Thursday 25 th April	Year 8
Thursday 6 th June	Year 7

There are many more events and activities which are ongoing so please visit our website regularly to keep up to date with any upcoming events, Irlam & Cadishead College news, additional activities and opportunities. The website is www.iccollege.org.uk and/or follow us on twitter @_ICCollege.

You will also have received a letter from United Learning, Regional Director Mr Derek Davies inviting you to attend a meeting on Wednesday 3rd October to inform you more about the United Learning Group.

We look forward to working with all our students, staff, families, governors and the local community for what promises to be an exceptional academic year.

Yours faithfully,

Mr F McCarron
Executive Principal

Ms T Holdsworth
Acting Principal