

Dear Parents and Carers,

I hope this letter finds you well as we approach the festive season. At St. Bede's Catholic School and Byron Sixth Form College, our commitment remains steadfast in fostering a positive and respectful learning environment where every child can thrive. To achieve this, we would like to take this opportunity to outline key expectations and policies. Only by working together, can we ensure the best possible provision for all our students.

### **Behaviour Expectations**

We uphold high standards of behaviour to nurture a culture of mutual respect and responsibility. Your support in reinforcing these values at home is invaluable. Our behaviour expectations are structured around six key principles:

#### **1. Respect for Ourselves and Others**

- Students and staff communicate politely and respectfully, avoiding any abusive and derogatory language.
- As we are all made in the image of God, dignity and kindness guide our interactions.
- Students are expected to follow instructions immediately and can discuss concerns respectfully afterward.

#### **2. On-task Behaviour**

- In lessons, students remain focused and attentive, tracking their teacher to show engagement.
- Students may not leave the classroom without permission. To safeguard each child a member of staff will collect a pupil should there be a request to do so.

#### **3. Punctuality and Attendance**

- Students should arrive on-site by 8:40 a.m. and be ready for registration at 8:45 a.m.
- We strive for attendance rates above 96% to ensure every child can reach their full potential.
- Between lessons, students walk with pace and purpose.

#### **4. Preparedness**

- Students must bring essential items daily, including their planner, pens, pencils, ruler, and scientific calculator. A full list of required equipment can be found here: [St Bede's Catholic School and Byron Sixth Form College – Faith, Excellence, Determination](#)
- Mobile phones must remain unseen, unheard, and unused during the school day; otherwise, they will be confiscated.

## 5. Homework Completion

- Homework consolidates learning and builds proficiency. Students should record all tasks in their planners and meet all deadlines.
- Homework support is available through our dedicated club for those requiring additional assistance.

## Uniform Expectations

Our school uniform plays a key role in fostering a sense of pride, community and belonging. We kindly ask that you ensure your child is in the correct uniform each day.

To support families, we are offering a grace period until January 7th to address any uniform-related issues. After this date, we kindly expect all students to comply with the uniform policy fully.

Should you face difficulties in providing the required uniform, please contact the school office. Support may be available through our **hardship fund**.

If there are unavoidable issues, please send a note or contact the school to discuss a resolution and agree on a deadline.

## Uniform Requirements:

- Black blazer with school badge (available at Little Gems).
- School tie (green with gold stripes).
- V-neck black jumper (optional).
- White shirt, buttoned to the neck, and tucked in.
- Plain black trousers or pleated skirt (knee-length).
- Black tights or plain socks (ankle or below-knee length).
- Black formal shoes.
- Waterproof coat (removed upon entering buildings).

**Trainers must not be worn** under any circumstances except for PE lessons unless a medical note is provided by a GP.

## PE Kit:

- Black polo shirt and shorts (available at Little Gems).



- Optional: Black school tracksuit bottoms and 1/4 zip PE sweatshirt.
- Trainers and football boots.

Extreme hairstyles, makeup, and jewellery are not permitted, and any prohibited items will be confiscated. For further guidance, please consult your child's Head of House or follow this link: [School Policies](#)

### Toilet Protocol

To minimise disruptions to learning and manage students' needs efficiently, we encourage students to use the toilet before school, during breaks, lunchtime and at the end of the school day. For those with specific needs, appropriate accommodations, such as toilet passes, will be provided. If a student needs to use the toilet during a lesson, they will be escorted by a staff member to ensure safety and reduce disruption.

By adhering to these policies and expectations, we can collectively create a respectful and supportive environment that enables every child to flourish. Your partnership is essential in making this possible. Should you have any questions or need further clarification, please do not hesitate to contact us.

Thank you for your continued cooperation and support. Wishing you and your family a joyous holiday season.

Warm regards,

Frances Cessford  
Headteacher  
St. Bede's Catholic School and Byron Sixth Form College