

JSTC

Home – School

Learner Agreement

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John Spendluffe Technology College prides itself on creating a warm, nurturing and respectful learning environment at the heart of its local community.

Staff are passionate about ensuring students receive a first class educational experience in happy, stimulating setting.

As a school, we value, appreciate and celebrate the achievements and efforts of our students. Our aim is to ensure:-

Respect Responsibility Resilience

in each of our students to become confident and motivated young adults.

At John Spendluffe Technology College, we believe that it is important that parents/carers, students and staff work positively together to achieve the highest possible level of success for all students. We strongly value the support from parent/carers to enable us to fulfil your child’s potential and ensure your child’s education is a valuable, rewarding and successful experience.

We ask you to read and sign the following agreement to reflect this partnership.

A copy of this agreement will be shared on your child’s Bromcom account for future reference.

**The school will:**

* provide a safe and caring environment for all students
* provide a high standard of education through challenging programmes of study and homework to meet the individual learning needs of all students
* encourage and support each student to enable them to achieve their full potential
* encourage high standards of work and behaviour through building good relationships and developing a sense of responsibility
* regularly inform parents of their child’s progress
* inform parents promptly of any concerns that relate to their child’s attendance, work or behaviour
* support students in becoming well rounded citizens and good members of the community
* monitor attendance and inform parents if attendance falls below 95%
* provide support for each student via a form tutor. The form tutor will be the first point of contact between home and school for any queries and will also be the ‘go to’ person for each student.
* provide every student and parent/carer with their own Bromcom account and update it with homework, messages and behaviour points.

**Parents/carers will:**

* ensure that their child goes to school regularly (at least 95%), on time and that the school is notified immediately of any absence on 01507 462443. The school is not allowed to routinely authorise family holidays during term time; holidays are expected to be taken during the school holidays
* ensure that their child is appropriately dressed in full school uniform and fully equipped for the school day. If an item is incorrect, a note must be provided and the item replaced straight away – see Uniform and Equipment poster for full details
* log in to Bromcom daily to check key messages and speak with their child about any behaviour incidents or positive comments logged
* support their child in developing personal responsibility for achieving high standards of work and behaviour
* support and encourage their child with homework and independent study, and support students to ensure their homework is completed on time
* regularly check the school calendar on the website to be kept informed of key dates and attend school meetings to discuss their child’s progress
* support the school to ensure their child develops good learning habits by following the JSTC Respect Rules and complying with the Consequences systems in place
* work positively and support the school with addressing any concerns or problems that may affect their child’s attendance, work or behaviour, and support sanctions deemed appropriate by the school
* contact school if there are any issues rather than discuss school on social media.

**Students will:**

* attend school regularly (above 95%), and be on time for all lessons, including being on site by 8.50am ready for tutor time. Remain on school site all day
* be in the right place at the right time
* catch up any work missed due to absence promptly
* wear the correct school uniform and bring the necessary equipment for each school day – see the Uniform poster for full details
* log in to Bromcom daily to check messages and homework due
* complete homework on time to the best of their ability
* be accountable, creative, open minded, resilient, hardworking and independent
* ensure their mobile phones are turned off and kept in their bag unless in the Food and Phone Zone
* treat other people, property and the school environment with respect and take personal responsibility for their actions. Show kindness at all times.
* inform the form tutor if they have any problems which may affect their safety or progress
* follow the JSTC Respect Rules (see posters) both in and outside of lessons and comply with the Consequences system for behaviour.

**JSTC Pastoral System**

Tutors play an important role in school, understanding the needs of their tutees and offering support and guidance on a daily basis. Your child’s tutor is therefore usually your first point of contact with school for any advice or to discuss your child’s progress.

Working closely alongside your child’s tutor is the Progress Team. The Progress Team will have overall responsibility for many aspects linked to school life to support your child.

The Progress Teams are:

**Progress Leader Deputy Progress Leader Pastoral Lead**

**Year 7** Miss K Griffiths Mr C Reyes Miss S Lynch

**Year 8** Mrs J Sharp Mrs S McLennan

**Year 9** Mr Baxter Miss H Field Mrs S Evans

**Year 10** Mrs K Richardson Miss C Bolland Miss S Harrison

**Year 11** Mrs L Arrowsmith Miss H Elias Miss R Blackshaw

If there are any issues, your child’s tutor should be able to support you as a first point of contact. If you require further support, you can contact the Pastoral Team on this email address: [Pastoral.year7@JSTC.org.uk](mailto:Pastoral.year7@JSTC.org.uk) replacing the 7 with the year group your child is in.

Communication between home and school is important to ensure that your child makes the most of their opportunities at JSTC and makes good progress. Our main method of communication is via Bromcom.

**Bromcom**

Bromcom is an online system which teachers use to track achievement, behaviour and homework and also send home important information in the form of announcements or letters. We believe in working closely with parents/carers and one of the key benefits of using Bromcom is that we are able to securely share your child’s achievement and behaviour report with you and so keep you up to date in real-time. Bromcom can be accessed via the website on a desktop computer, and the MCAS (My Child At School) app can be downloaded for use on tablets and smart phones for both parents/carers and the Student Portal app for students. We ask that parents and students log in daily to check for updates so important information is not missed.

Homework can be viewed easily by both parents and students to support organisation.

Behaviour can be monitored easily by parents and detentions can be seen clearly on both parent and student apps along with attendance at the detentions.

Important announcements and letters including A&A data and newsletters are also shared via Bromcom.

**Rewards and Consequences Behaviour Policy**

Our behaviour policy aims to reward students for working hard and making the right choices, whilst setting clear expectations and boundaries for behaviour and learning.

**Rewards**

Students are awarded positive points (or “Spennies”) for many different reasons; these may be for good quality work, homework, improvement, being kind or helpful, or generally going above and beyond the normal expectations. The students with the most positives and a good attendance will take part in a reward activity at the end of the term.

**Consequences**

We aim to set clear boundaries for student conduct and behaviour and set consistent consequences if these expectations are breached. We expect all students to be able to learn to the best of their ability without any disruption.

Our “Consequences” policy sets out clear guidelines for student conduct in school. In brief, it consists of a series of warnings and restorative conversations with the students, before ultimate removal from the classroom to work in the Withdrawal Room for that lesson if the student fails to comply and learning is being disrupted. These warnings will be called C1 (first warning), C2 (second), C3 (third) and C4 (fourth warning and removal from the classroom). At each stage, the teacher will update the “Consequences Board” with the student’s name and a record of each warning so the student is fully aware of where their behaviour is leading to and they have the choice to modify their behaviour. Full details of the Consequence system are outlined on the next page.

If the student gets a second C4 in the same day, the student will be removed from their lessons to work in the Withdrawal Room for the rest of the day. Serious behaviour breaches (eg dangerous behaviour, swearing etc) would not follow this system but would be subject to immediate removal by the Senior Leadership Team.

**Good work + good choices = profit & points earned**

**Poor choices = cost & loss of points**

We ensure that behaviours are dealt with reasonably, proportionately and fairly with the ultimate goal of empowering young people to make positive choices about their behaviours and actions. Even more importantly, students can make the most of every learning opportunity without the disruption caused by a minority of students.



Consequences

**Every behaviour in school, both positive or negative, will have a consequence.**

**If my behaviour and attitude in class is positive**, it will help me to learn well, make good progress and earn Spennies.

**If my behaviour and attitude in class is negative**, my Spenny account will be deducted and the following consequences will happen…

**Restorative Action From the Student**

**Teacher Action**

**Student Action Within a Lesson**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Initial conduct reminder to be given by teacher: this may be to a whole class or to an individual student** | | | | | | |
|  | | | | | | |
| C1  First warning |  | * I am not doing as my teacher has asked. * I am not following the basic JSTC Respect rules. |  | * My teacher will remind me of the expectations. * My name will be written on the board with the C1 column ticked. * A C1 negative will be logged |  | * Listen and act upon the advice offered. * Apologise and be respectful for the rest of the lesson. |
|  | | | | | | |
| C2  Second warning |  | * I am still not doing as my teacher has asked. * My attitude has not improved. |  | * Tick the C2 column. * My teacher will remind me of the expectations again and explain what I am doing wrong. * A C2 negative will be logged and I will lose 2 points. |  | * Stop the disruptive behaviour immediately. * Apologise and focus positively on my work. |
|  | | | | | | |
| C3  Removal from lesson to HoD |  | * Despite two formal warnings, I am still not doing as my teacher has asked. * I will now be asked to leave the classroom and go to the Head of Department’s classroom. |  | * Tick the C3 column. * My teacher will ask me to leave the classroom and go to the Head of Department’s classroom * A C3 negative will be logged and I will lose 3 points. * My teacher will set me a C3 detention and discuss my behaviour during the detention. |  | * Leave the classroom without argument. * Go to the classroom I am told to straight away, sit quietly where I am told and complete my work. * Attend a C3 detention for 10-30 minutes with my class teacher in the room I am told to go to and reflect on my behaviour. |
|  | | | | | | |
| C4  Removal  from  lesson |  | * I have refused to go to the Head of Department’s classroom. * I have gone to the Head of Department and not followed instructions and caused even more disruption. |  | * The Head of Department will call On Call. Senior Management will collect me & put me in isolation in the Withdrawal Room. * A C4 negative will be logged and I will lose 4 points. * The HoD will set me a C4 detention to complete with HoD |  | * Cooperate with the On Call staff and sit where I am told to to complete my work for the remainder of the lesson. * Attend a C4 detention with the Head of Department for 13-30 minutes with the correct attitude and reflect on my behaviour. |
|  | | | | | | |
| **IF I GET A SECOND C4 IN THE SAME DAY, I WILL REMAIN IN ISOLATION FOR THE REST OF THE DAY. THIS WILL BE LOGGED AS A “DOUBLE C4” AND IS A SERIOUS CONSEQUENCE AND COULD RESULT IN AN EXCLUSION** | | | | | | |
|  | | | | | | |
| C5  Isolation |  | * I have made a serious breach of the JSTC rules * I have accumulated a large number of negatives over the week. |  | * I will be taken to work with the Senior Leadership Team. * Will monitor my behaviour in the Withdrawal Room . * Parents / carers will be contacted. |  | * Work in silence with the Senior Leadership Team or reflect on my behaviour in the Withdrawal Room. * Ensure that this behaviour is not repeated. |
|  | | | | | | |
| C6  Isolation at QEGS |  | * I have been rude or refused to work with the Senior Leadership Team. * I have made a serious breach of the school rules either in or out of lessons. |  | * Parents / carers will be contacted and informed. * You will be taken to QEGS to work in isolation with their Senior Leadership Team. |  | * Display good behaviour and complete work set at QEGS. * Reflect upon my behaviour and how I can avoid repeating it. |
|  |  |  |  |  |  |  |
| C7  Exclusion |  | * I have made a very serious breach of the school rules either in or out of lessons. |  | * The Senior Leadership Team will issue a Fixed Term Exclusion, or in extreme cases this will be a Permanent Exclusion. * A readmittance meeting with parents / carers will take place before returning to school. |  | * Reflect upon my behaviour and how I can avoid it happening again. |
|  | | | | | | |
| **THE FREQUENCY OF THESE NEGATIVES WILL BE MONITORED CLOSELY BY THE PASTORAL TEAM AND FURTHER CONSEQUENCES WILL OCCUR IN ACCORDANCE WITH THE LINCOLNSHIRE LADDER OF BEHAVIOURAL INTERVENTION.** | | | | | | |

**JSTC Behaviour System and Detention Summary**

**Classroom Behaviours**

C1 First Warning

C2 Final Warning

**Detention System**

C3 Removal from Lesson to HoD

C3 Detention for 10-30 minutes with my teacher

HW detention for 10-30 minutes with my teacher

Serious Incident requiring SLT intervention

**Out of Classroom Behaviours**

*If I don’t attend this detention, it will upscale to a…*

*If I don’t attend this detention, it will upscale to a…*

SLT After School Detention for 60 minutes

*If I don’t attend this detention, it will upscale to a…*

Senior Leader Detention for 30 minutes

*If I don’t attend this detention, it will upscale to a…*

Progress Leader Detention for 20-30 minutes

Break and Lunchtime incidents plus other non classroom based issues

C4 Detention for 15-30 minutes with the HoD

C4 Removal from the HoD to Withdrawal Room

**Additional Sanctions**

**Behaviour Trawl**

Every Friday, the students in each year group with the most negatives that week will spend their whole lunch break in the hall with SLT.

SLT Full Lunchtime Detention for 40 minutes in the Main Hall every Monday

**Lateness Trawl**

Every Friday, students who have been late to school or late to their lessons, will make up the time they owe in the hall with SLT.



**L E S S O N S**

Have all equipment every day

- Fully stocked pencil case,

Casio ‘natural display’ scientific calculator, (PE kit and food items when needed)

No chewing, eating or drinking

**I N**

BASIC RESPECT RULES

Everyone in the school has the right:

* To teach / learn
* To be treated respectfully
* To feel / be safe



Key colours: Personal Expectations

Do

Learning Expectations

Don’t

Be kind and display good manners

Listen silently when others are

speaking

Focus on the lesson activity positively, not disrupt other’s work

No shouting out



Uniform worn correctly

No phones or headphones



Follow instructions from the teacher

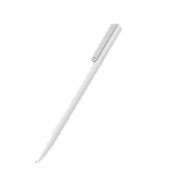
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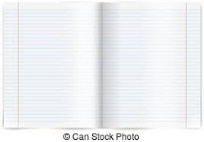
Uniform worn correctly

No inappropriate language

\*\*\*\*\*\*!

Complete work to a good standard







Make sure you arrive at school by 8.50am and are lined up on time for each lesson

BASIC RESPECT RULES

Everyone in the school has the right:

* To teach / learn
* To be treated respectfully
* To feel / be safe

Key colours: Personal Expectations

Do

Social Expectations

Don’t

Be kind, polite and respectful to others

No inappropriate language

Help others who may need support or help

\*\*\*\*\*\*!

Make sure ‘play’ is appropriate and that no-one gets hurt

No littering

Behave responsibly to and from school

Move around school sensibly between lessons and at break/lunch time

**O U T S I D E**

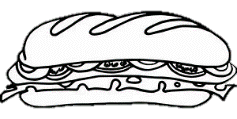
**L E S S O N S**

Be polite and respectful to staff and visitors

**Food & Phone Zone**

Phones can only be used in this zone, otherwise kept off and in bags.

Food can only be eaten in the zone.





Uniform & Appearance

All students are expected to take pride in their uniform and appearance, creating a positive first impression of the school. Students are expected to take responsibility for their own appearance, upholding policy and showing themselves to have the highest standards at all times.

**Appearance**

**Make-Up** - No make-up allowed, it will be removed if seen.

**Additional cosmetic items** - No false eyelashes, no false nails, no nail varnish.

**Hair** - No extremes of hairstyles in terms of colour or cut.

Hair colour should be natural.

**Jewellery** - Two pairs of ear studs in lower lobe allowed. One small nose stud allowed. No other jewellery permitted including septum and tongue piercings - if a student presents with an additional piercing, sanctions will be applied and the jewellery removed without question.



**Uniform**

**Blazer** -JSTC logo black blazer to be worn at all times.

**Tie** -JSTC logo tie in House colours to be worn at all times.

**Jumper** - JSTC logo black v-neck jumper can be worn under the blazer. Hoodies or alternative jumpers are not allowed.

**Trousers** -Traditional/slim fit trousers only. No skinny fit, cropped, jeans, flares or leggings.

**Skirt** -JSTC logo black pencil skirt to be worn just above the knee. Please ensure the correct size is bought so as it sits no higher than 1” (2.5cm) above the knee. If skirts aren’t worn at the correct length, students will be asked to buy a new skirt or wear the school trousers.

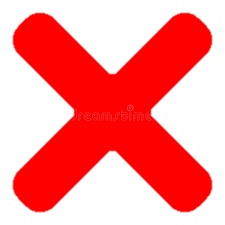
**School Shoes** – Formal smart leather / leather type shoes only,

**Example of acceptable footwear**

**Examples of unacceptable footwear**

Footwear must appear to be shoe like rather than trainer like. Shoes made by sportswear manufacturers (eg Converse, Vans, Nike, Adidas etc) are deemed to be trainers. Please be aware that some shoes that are marketed as school shoes may not be acceptable at JSTC.

No trainers, canvas shoes, boots, heels allowed.





PE Kit

**Additional Items**

Football boots

Astro Trainers – for Astro Pitch

Trainers – non marking

Shin pads must be worn for football/rugby/hockey

**All uniform should be clearly marked with your child’s name**

**Boys PE**

Black & gold JSTC polo shirt

Black & gold JSTC reversible rugby top

Black JSTC shorts

Black & gold JSTC socks knee length

**Optional**

Black & gold JSTC hoodie

JSTC tracksuit bottoms

**Girls PE**

Black & gold JSTC polo shirt

Black & gold JSTC sweatshirt

Black JSTC skort

Black & gold JSTC socks knee length

**Optional**

Black & gold JSTC hoodie

JSTC tracksuit bottoms

JSTC leggings (to be worn under skort if preferred - not to be worn on their own)

Classroom Equipment



**Fully Stocked Pencil Case**

Pens pencils ruler

Glue pencil sharpener protractor

Compasses highlighter pens eraser

Colouring pencils

• , /angle measurer

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x

**Calculator**

Calculator needs to be a Scientific Casio Natural Display model

• , /angle measurer

**Reading Book**

All Students in Years 7, 8 and 9 should have a suitable reading book in their bag every day

• , /angle measurer



ATTENDANCE

Children are required by law to attend school 190 days per year. The Government states that every pupil’s attendance should be at least **95%.**

Being late after registration will also lower your attendance.

So, what do the attendance percentages actually mean in terms of the lessons that are missed?

|  |  |  |  |
| --- | --- | --- | --- |
| Attendance during one school year | Number of days missed each week | Total days absent for the year | Which means this number of lessons missed |
| 95% | ½ day every fortnight | 9 days  = 2 weeks | 50 lessons |
| 90% | ½ day every week | 19 days  = 4 weeks | 100 lessons |
| 85% | 1.5 days off every fortnight | 29 days  = 6 weeks | 150 lessons |
| 80% | 1 days off every week | 38 days  = 8 weeks | 200 lessons |
| 75% | 2.5 days off every fortnight | 48 days  = 10 weeks | 250 lessons |
| 70% | 1.5 days off every week | 57 days  = 12 weeks | 290 lessons |
| 65% | 3.5 days off every fortnight | 67 days  = 14 weeks | 340 lessons |

**My Tutor will…**

Check my uniform each morning

Check I am not wearing make-up or jewellery each morning

Issue a negative on ePortal if

I’m not wearing the correct uniform

Issue a detention if I’m not

wearing the correct uniform

Contact my parents/carers

to discuss my uniform

Inform my Head of House if there is a persistent problem with my uniform

90% attendance over 5 years of secondary school = **½** a school year missed!

Research from the Department for Education and Skills states that poor attendance has a significant impact on a student’s achievements. The greater the attendance, the greater the achievement.

If a pupil’s attendance improves by just 1%, they will see a 5-6% improvement in attainment!

Please support us and your child by ensuring their attendance remains above 95%, allowing them to achieve their potential.

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**Food & Phone Zone**



The **Food and Phone Zone** is a clearly marked area consisting of the canteen and the surrounding area. This area has been allocated for students to unwind and enjoy quality time outside of their lessons.

**Food**

All food must be eaten in the Food and Phone Zone and not taken outside of this area.

**Mobile phones**

We recognise that mobile phones are sometimes required to ensure a student’s safety to and from school, however use of mobiles are not allowed in and around school and must be kept turned off and in bags.

They can however be used sensibly in the Food and Phone Zone (no videos or pictures to be taken) but must be put straight in students’ bags when leaving. They will be confiscated if seen outside this area.

If there are any issues in school, students must not contact home but speak to their tutor first who will contact parents/carers if necessary.