



# Parent Guide for September 2021

## Key information for parents to help their child return in September "Cantell Ready"

Dear Parents,

We are very much looking forward to welcoming back all of our students in September and returning to a safe and happy learning environment. Due to the changes in the Covid situation, restrictions and guidance, we will be able to move towards a much more familiar school experience. This guide serves as a reminder to existing parents and an introduction to our Year 7&8 parents who may not be familiar with our "normal" operating. We will communicate again closer to September with further details around Covid Measures that are appropriate at that time.

### Contents:

- Page 1: Return to School Dates and Times, Covid Testing Days and Times of the Day
- Page 2: Term Dates for 2021-22, INSET Days and Attendance
- Page 3: Punctuality, Travel, Tutor Bases, Entrances and Student Timetables
- Page 4: Behaviour and Mobile Phones
- Page 5: Uniform and PE kit
- Page 6: Lost property, Work Proud and Homework
- Page 8: Equipment List, Extra-curricular Clubs and House System
- Page 9: Your Contact details, Parent Pay/Cashless Catering, important Contact details and Safeguarding

### Return to School Dates and Times

We are really looking forward to welcoming our students back in September. In order to do this safely and in line with government guidance we will have a staggered return to enable students to either hand in a Saliva sample if they are in year 8-11 or complete 2 on site Lateral Flow Device (LFD) Tests if they don't hand in their Saliva sample. Year 7 will complete two on site Lateral Flow Device Tests.

Please see below when your child will return to school and when they will complete their Covid tests.

**Year 7 please note – in order to set up the LFD testing of 250 students Year 7 will now return on Monday 6<sup>th</sup> September rather than on the INSET day on Friday 3<sup>rd</sup> September.**

Year	Drop off Saliva Sample	Return to School	LFD Test day 1	LFD Test day 2
7	N/A	Monday 6th September 8:15 am	Monday 6th September	Thursday 9th September
8	Tuesday 7th September 7am - 9am	Wednesday 8th September 8:15am	Wednesday 8th September	Friday 10th September
9	Tuesday 7th September 7am - 9am	Wednesday 8th September 8:15am	Wednesday 8th September	Friday 10th September
10	Monday 6th September 7am - 9am	Tuesday 7th September 8:15am	Tuesday 7th September	Friday 10th September
11	Monday 6th September 7am - 9am	Tuesday 7th September 8:15am	Tuesday 7th September	Friday 10th September
Please note - a student handing in a Saliva test does not need to complete two separate LFD Tests.				

### Times of the day

Following feedback from staff, students and parents, we have kept some of the split breaks in order to more effectively serve food through our serving areas, but have lengthened these by 10 minutes each to give more time for eating and relaxing with friends. This additional time will also allow students to use the toilets at these break times rather than having to leave lessons. We will return to only those students with medical passes going to the toilet during lessons except in emergencies.

Time	Lesson	YEAR	Time	Lesson	YEAR
0830-0900	A	7,8+11	0830-0900	A	9+10
0900-0950	1	7,8+11	0900-0950	1	9+10
0950-1040	2	7,8+11	0950-1040	2	9+10
1040-1110	BREAK 1	7,8+11	1040-1130	3	9+10
1110-1200	3	7,8+11	1130-1200	BREAK 1	9+10
1200-1250	4	7,8+11	1200-1250	4	9+10
1250-1320	BREAK 2	7,8+11	1250-1340	5	9+10
1320-1410	5	7,8+11	1340-1410	BREAK 2	9+10
1410-1500	6	7,8+11	1410-1500	6	9+10
1500-1545	<i>Period 7, Extra-curricular clubs, Aim High Sessions</i>				

### Term Dates for the New Academic Year

<b>Autumn Term 2021</b>	Open	2 <sup>nd</sup> September 2021
	Half Term	25 <sup>th</sup> October – 29 <sup>th</sup> October 2021
	Close	17 <sup>th</sup> December 2021
<b>Spring Term 2022</b>	Open	4 <sup>th</sup> January 2022
	Half Term	21 <sup>st</sup> – 25 <sup>th</sup> February 2022
	Close	8 <sup>th</sup> April 2022
<b>Summer Term 2022</b>	Open	25 <sup>th</sup> April 2022
	Half Term	30 <sup>th</sup> May 2022 – 3 <sup>rd</sup> June 2022
	Close	22 <sup>nd</sup> July 2022

### Inset Days

Thursday 2nd September 2021  
Friday 3rd September 2021  
Tuesday 4th January 2022  
Friday 8th April 2022  
Friday 22nd July 2022

### Attendance

The most important way a parent can help their child at school is to ensure that they have good attendance. At Cantell School our **minimum** expectation for attendance is 97%. To put this into context the table below shows how much learning is lost at each attendance figure.

Attendance percentage	Time Lost	Lessons Missed
97	1 Week	35
94.5	2 Weeks	70
92	3 Weeks	105
90	3 ½ Weeks	123
85	5 Weeks	175
80	7 Weeks	245

Please note that it is not just the Lessons your child misses that is an issue, they will also struggle in the next lesson to try and find out what they missed while absence and keep up with that lesson's learning. If travelling overseas, please allow the necessary time for any potential quarantine on return and the impact this will have on your child's education.

If you need support with your child's attendance, please contact your child's Head of Year. Each Head or Year will write to you before September to introduce themselves.

You must report your child absent if they are not in school by 0830 by calling 023 80323 111 and following the link to the relevant year group.

## **Punctuality**

We expect all students to arrive before 0830. This is the start of their first lesson and they should be at school in good time. The school building and rooms are open at 0815. We will lock the school doors after 0830 and students arriving at this time will be met by a member of the Senior Leadership Team to see how we can help students meet our expectations.

## **Travel**

We would like to take this opportunity to remind students to travel to and from school in a safe and sensible manner. Please remind your children to take care on the roads, wear protective equipment if cycling and fit lights and wear Hi-Viz clothing in the winter months. If dropping off your children – please also do this safely and sensibly. We would recommend dropping off children slightly further from the school to avoid three point turns. Please see Mr. Kutty’s letter about changes to the road use outside the school.

Electric Scooters are not legal on pavements or roads so should not be brought to school.

As mentioned in the school behaviour policy; “Students are expected to conduct themselves responsibly outside of Cantell School and meet school expectations for good behaviour at all times.”

Students should continue to wear face masks on buses to school in September. For school bus details please see the transport section of the school website.

## **Tutor bases and entrances**

In order to support a safe and calm entrance into school the following entrances and routes must be used to access the relevant Lesson A year group base:

Year 7 will enter via the main student entrance and walk straight in to the Humanities corridor.

Year 8 will enter via the turning circle entrance, walk through the canopy to the rear walk way and enter via the rear stairwell of Humanities and proceed up the stairs to the English corridor.

Year 9 will enter via the main student entrance and turn left and walk up the stair well to the next floor and into the Languages and downstairs science corridor.

Year 10 will enter via the turning circle entrance, walk through the canopy to the rear walk way entering the building via the rear stair well nearest technology. They must then head up to the top floor entering the top science corridor.

Year 11 will enter via the main student entrance and turn right and walk up the stair well to the top floor and into the mathematics corridor.

## **Student Timetables**

On students’ return to school, they will receive a copy of their timetable. The names of the teaching groups that appear on the timetables will be very different from those you have seen this year. For each subject, students will have been placed in one of the following groups 1, N, E, W, 5. We will

continue to have 9 Lesson A groups in KS3, with KS4 striking a balance between pastoral care and targeted subject support.

At Cantell we continually monitor students' progress across teaching groups and make adjustments in order to provide the best possible teaching and learning experience for all of our students. Following research into the best methods to ensure maximum progress for students, alongside feedback from class teachers, and conversations with Faculty Leaders, Year Leaders and Students, our teaching groups reflect our school community. We are confident that these groups strengthen the classroom climate and raise student belief and potential. We will obviously continue to monitor these groups to ensure the very best outcomes for our students.

### **Behaviour**

To continue to support the exceptional teaching and learning at Cantell we will continue to use our successful "3 Strikes Policy" implemented this year:

- 1 If you disrupt the learning, you will receive a first warning.

**Your name will go on the board.**

2. If you disrupt learning, again, a tick will go against your name.

**Your teacher will log a Behaviour Point and will phone your parents/guardian that day.**

3. If you disrupt learning for a third time you will be removed to your Year Leader or SLT link.

**Your year leader will set an appropriate sanction.**

Any behaviour that is deemed to be a serious one off breach may result in immediate mediation and removal from the learning environment.

### **Mobile phones**

Mobile phones will continue to be banned within the school building in order to support the learning environment. In order to be successful you must follow these simple routines:

1. *Turn you phone onto silent or switch it off and place in your school bag, with any additional accessories, at the start of the day, before you enter the school building.*
2. *Your mobile phone must stay in your school bag during lesson time and whilst moving around the school building. Don't get your phone out between lessons – this is not permitted.*
3. *You may take your phone out of your bag during social times when you have left the school building. Remember to place your phone back into your bag before you enter the building for your lesson.*
4. *When you have left the school building at the end of the day you may remove your phone from your bag.*

Students who fail to follow these simple routines will have their phone confiscated by the class teacher, for that lesson, and a behaviour point will be logged. Continual failure to comply may result in your phone being banned from school.

## **Uniform**

From September we will be returning to our normal uniform and uniform standards. As seen below students will no longer come to school in their PE kit and we expect all students to look smart and ready for learning. I would like to draw your attention to the sections on Skirts and Trousers regarding their length and fitting. I would also highlight the section on jewellery and hair colour and ask that all hair is of a natural colour ready for September. A full version of the school Dress code can be found on the school website.

A student's year leader will make a final decision regarding uniform issues and request that students in breach of this policy change their attire before going to lessons. They will communicate this to parents as required in September.

**Coats will not need to be worn in class in September due to changes in the Covid19 advice to schools.**

### ***Polo shirts, sweatshirts and fleeces***

Key Stage 3 (Years 7, 8 & 9) students must wear a blue Cantell polo shirt.

Key Stage 4 (Years 10 & 11) students must wear a black Cantell polo shirt.

Students may also wear a Cantell sweatshirt or fleece in the same colour.

### ***Trousers and shorts***

Trousers must be plain black and have either a standard or boot cut leg (Not tight fitting). Leggings, Jeans, cords, chinos, tracksuit bottoms and combat trousers are unacceptable. Plain black 'school trouser type' shorts may be worn in the summer months. You will be notified when this period starts closer to the time.

### ***Skirts***

Skirts must be plain black, A-line or box pleat in style and should be worn so that the hem is no higher than 5cm above the knee. Tight fitting skirts and skater skirts are unacceptable.

In order to conform to religious requirements, navy blue over-tunic and navy trousers may be worn.

### ***Shoes and trainers***

Students may wear shoes or trainers which are plain black in colour. Laces, logos and any parts of the sole which are visible with the shoe flat on the ground must be plain black in colour. Boots are not acceptable for school. This year, students will be allowed to wear unbraced plain black lace up pumps or daps.

### ***Facial piercings, hair and make-up***

Plain, stud earrings are the only 'piercing' which may be worn in school. If your child wishes to retain piercings in other areas of the face (e.g. nose or lip) a small, clear plastic retainer must be worn.

Make up should be subtle and natural in appearance. Eye-liner and lipstick should not be worn. Nails should be natural. Acrylic and false nails are forbidden.

We do not allow extreme, unnatural hair colours. Close-shaven hair (shorter than grade 2) or shaven designs are not acceptable.

## **PE kit and changing rooms**

In September all students will be using the changing rooms in order to change for their PE lesson.

Your child's PE teacher will advise them which changing rooms they will be accessing to get ready for the lesson. Any student forgetting their PE kit will be lent spare kit in order for them to fully

participate in their PE lessons. A student may be excused from PE, but must wear their PE kit during their lesson, if they provide a medical note.

The following items of clothing must be worn in all PE lessons:

- Cantell PE polo top
- Cantell Shorts
- Cantell socks
- Suitable and safe sports trainers
- Cantell PE Fleece (optional)
- Cantell tracksuit bottoms (optional)

### **Lost Property**

We are unable to display lost property during the current situation. Therefore, we would politely request that you ensure all of your child's school uniform, including coats and PE kit is **fully named**. This will ensure that any lost property can be reunited with the owner. Please help us to help you!

### **Work Etiquette/ Work Proud**

Remember your work is a reflection of you. Your work will help you know and remember more as you can use your work for revision. You should always be proud of your work. We expect you to give each piece of work a date and a title that is underlined using a ruler. If you make a mistake, cross it out with a neat line; it doesn't need a scribble - it's a learning point!

### **Homework**

At Cantell School we believe that homework, additional learning, study, research and revision outside of the classroom is an integral part of students' learning. As well as improving performance in individual subjects, it develops positive routines which students can utilise effectively in their journey through Key Stage 4, College and Further Education, as well as in the world of work.

We are therefore fully committed to the setting, completion, tracking and assessment of homework as part of each student's educational provision.

Research indicates that students who take part in additional study support activities outside of their normal learning get better results at Year 11 than their peers of equal ability who do not participate. The potential benefits of participation in these activities are significant. Pupils who take part in study support do better in their Year 11 examinations than their peers of equal ability who do not take part. (Source: National Youth Agency & University of Strathclyde).

Homework will be set regularly across all subject areas in both Key Stage 3 and Key Stage 4 which consolidates, deepens and extends students' learning

Show My Homework (alternatively named Satchel) is used to set and track homework across the school. Show My Homework is an online calendar which allows parents, carers and students to review the homework that has been set and keep a track of homework that has been set and relevant submission dates.

Homework clubs are available at the end of each school day and staff are on hand to provide support and guidance.

## **Equipment List**

For students to be prepared for learning, we recommend they have the following equipment:

- Backpack (with room for exercise books)
- Water bottle
- A pencil case (you will need a clear pencil case for exams)
- At least two black pens
- At least two pencils
- Green pen
- Highlighters
- Ruler
- Eraser
- Scientific calculator (we recommend the Casio Classwiz FX-83GTX (battery only) or Casio Classwiz FX-85GTX (dual power); for students that are looking to take Statistics at GCSE and/or maths at A level, they may want to consider the FX-991EX)
- Protractor
- Glue stick

## **Extra-curricular**

At Cantell we pride ourselves on offering our students a range of different extra-curricular activities they can take part in. We believe that these extra-curricular clubs help build life skills that our students will use whilst at Cantell but also in the wider community. Some of the many clubs that we have offered are listed below:

Anime; Chess; Friends of Daisy Dip; Gardening; Drop Zone; Rock Challenge; Clay Model Movie Making; Pen Pal; Homework Club; Breakfast Club; Girls only Crafts; Improv4; Languages Film Club; Law Club; LGBT+ Society; Ukulele; Instrument Lessons; Saints Foundation; Vocal Group; Annie; STWM; Technology Club; Cooking; Rebel Writers; Strategy Gaming; Dungeons and Dragons; WOWs Society; History Films; K-Pop; C.A.L.M. Club; STEM; Basketball, PLATO debating society; Football, Netball; Dodgeball; Dance; American Football; Cricket; Rounders; Athletics; Trampolining; Tennis; Ariel Hoop; Badminton; Ultimate Frisbee; Drama; Set construction; Music; Band; Relaxation; Fitness; Yoga; Table Tennis.

The majority of our extracurricular clubs take place after school from 3pm to 3.45pm and students can sign up to these clubs by using the SOCs platform: <https://www.socscms.com/login> . More information on how to login to the SOCs platform will be shared with you in September.

On Friday 1<sup>st</sup> October we will run our annual Horizons Fair where students will be able to sign up for clubs and choose a taster activity to take part in.

## **House System**

All students and staff at Cantell are members of one of the four school Houses: Discovery, Endeavour, Pioneer and Voyager. Each House is named after a famous space craft, and the names of the Houses were chosen by Cantell students. There is a logo and a colour specific to each House. Each House meets fortnightly for an assembly, organised by their House Leader. Students take part in challenges, sports and competitions to earn points for their House, and compete to win the House Cup each year.

## Contact Details

Under the Data Protection Act, we are required to ensure that all the data we have is correct. If any contact or address details for your child have recently changed, please notify Student Services in writing so that we can amend our records accordingly. For Safeguarding purposes, we ask that we have at least **two** contacts per child. It is also important that we have up to date email addresses as we are increasing communicating with parents by email.

## ParentPay / Cashless Catering

Thank you to those who have activated their ParentPay accounts. For those who have not done so we have sent home separately a reminder of your log in details. For a guide on to use ParentPay, please go to the parents section – online payments. Alternatively if you require any assistance with accessing ParentPay please contact a member of the Student Services team.

Please note as we are a cashless school, ParentPay will be used for making all school payments for trips/visits, school bus, lockers etc. in the coming year. It will also have information letters and consent slips for all trips & visits. We will be stopping taking payments by card over the phone in the new academic year in order to ensure we are able to answer other phone calls in a prompt and efficient manner.

## Contact Us

Please see the contact details below which you can use if you need to discuss anything with your Year Leader:

Year 7	Mrs Jo Hartley	<a href="mailto:Jo.hartley@cantell.co.uk">Jo.hartley@cantell.co.uk</a>	SLT Link Mr Creswell
Year 8	Mr Ryan Swain	<a href="mailto:Ryan.swain@cantell.co.uk">Ryan.swain@cantell.co.uk</a>	SLT Link Mr Fehners
Year 9	Mrs Karen Gange	<a href="mailto:Karen.gange@cantell.co.uk">Karen.gange@cantell.co.uk</a>	SLT Link Miss Dodds
Year 10	Miss Sandy Bassi	<a href="mailto:Sandy.bassi@cantell.co.uk">Sandy.bassi@cantell.co.uk</a>	SLT Link Mr Godwin
Year 11	Mrs Hazel Evans	<a href="mailto:Hazel.evans@cantell.co.uk">Hazel.evans@cantell.co.uk</a>	SLT Link Mr Gill
CAP	Mrs Lean Beattie	<a href="mailto:Lena.beattie@cantell.co.uk">Lena.beattie@cantell.co.uk</a>	SLT Link Mr Creswell
SENCo	Mrs Rachel Bridges	<a href="mailto:Rachel.bridges@cantell.co.uk">Rachel.bridges@cantell.co.uk</a>	SLT Link Ms Herridge

Also if you have any administrative concerns – FSM, Buses, Uniform, ParentPay etc. please contact reception on:

023 80 323111 or [Info@cantell.co.uk](mailto:Info@cantell.co.uk)

## Safeguarding

**We take our duty of care for the safety and wellbeing of our students very seriously. If you are concerned about anyone in our community please contact our DSLs (Designated Safeguarding Lead):**

Our DSL is Mr Ian Creswell, Deputy Head. He can be contacted on: [ian.creswell@cantell.co.uk](mailto:ian.creswell@cantell.co.uk)

Our Deputy DSL is Mrs Michelle Stocker. She can be contacted on [michelle.stocker@cantell.co.uk](mailto:michelle.stocker@cantell.co.uk)

During school closures you can use this email address: [safeguarding@cantell.co.uk](mailto:safeguarding@cantell.co.uk)