



**Holy Cross**

CATHOLIC HIGH SCHOOL

## **Home School Partnership Policy**

We are a Catholic community where every person is valued. We recognise each pupil as made in the image of God, all with different gifts and qualities. Christ is at the heart of our school and we promote a community where all pupils can be safe, be proud of who they are, be happy and make our community a better place. This policy reflects our mission to Love God, Work Hard and Be Kind.

## **A PARTNERSHIP AGREEMENT**

We welcome both you and your child as members of Holy Cross Catholic High School community and wish you a long and happy relationship with our school.

The Governors and teachers of Holy Cross firmly believe that the well being, dignity and future success of your child at Holy Cross will be best served and achieved by a close and co-operative partnership between all of us: parents, teachers, pupils and Governors.

We, on our part, will actively work in every reasonable way to bring this about.

On your part, we ask that you show your willingness to enter into partnership with us and give your commitment to your child's future education at Holy Cross Catholic High School. You can do this by signing your part of this document, thus supporting your commitment to Holy Cross Catholic High School.

## Helping Your Child at Holy Cross

It is our experience that the most happily adjusted and successful pupil is the one whose parent/carer takes an active and supportive role in their education. To help your child to adjust and settle in to their new school we would ask that:

You carefully explain this **PARTNERSHIP AGREEMENT** to your child.

## Communication with parents

Once your child is enrolled in school you will be sent information about the 'School Synergy' app which is an online platform used by school to enable pupils and parents to have a full awareness of school life. When pupils and parents sign up to School Synergy, they will have access to a range of information including lesson timetable, the bulletin, behaviour sanctions and rewards, extra-curricular opportunities and homework assignments. We encourage parents and pupils to become familiar with this as it will also be used as a form of communication between school and home. Teachers will use it to keep you informed about detentions and other notices. Parents can also use this to write notes explaining absence and to ask any questions/ queries.

We are committed to providing the best service to you. Parents' Evenings are held annually, and each year you will receive three progress reports to inform you of your child's attainment, attitude to learning and behaviour in class. We would ask you to attend Parent/Carer meetings throughout the school life of your child.

If you wish to contact school please phone 01257 262093, email [admin@holycross.lancs.sch.uk](mailto:admin@holycross.lancs.sch.uk) or, alternatively utilise the School Synergy app between 8.00 am and 4.00 pm (outside of these times a message can be left on the school answerphone machine). It will not be possible for a teacher to leave their class to speak to a parent, so please make a prior appointment to see a teacher. School, however, will always endeavour to respond to your request within 48 hours. The first point of contact for any pastoral matters is the Form Tutor.

## Uniform

We have very high standards regarding behaviour, learning and uniform. There are very good reasons for wearing a uniform. It encourages a feeling of belonging and pride in the school and in appearance. When wearing the Holy Cross school uniform, we are all equal and part of one school community. We expect you as parents to ensure that the wearing of uniform is strictly followed and that your child wears it with a sense of pride.

Please read the Uniform Policy carefully and provide your child with the correct school uniform.

In line with the school uniform policy, all items that contravene the policy will be confiscated. These include coats if worn in the school building, headphones, smart watches and jewellery.

A coat will be returned at the end of the school day. All other items can be collected at the end of the week. For re-offenders, the length of confiscation will increase. The items confiscated will be securely kept by the Assistant Headteacher in charge of uniform and behaviour with the child's name and form details.

## Timetable

Your child will be given a timetable on the first day which will include a map of the school. Pupils will use this to familiarise themselves with the building and the lessons they will have each week. We follow a two-week timetable and your child will need to be aware of whether it is Week A or B. This can be checked easily through the School Synergy app and it is signposted around the school building. To begin with, your child will need some help in working out his/her timetable. It is particularly helpful if you can help your child with which books, equipment and kit to bring each day.

### Essential Equipment List:

Pencil case  
 Blue or black pens  
 Pencils  
 Ruler  
 Purple and green pen (provided by school on the first day)  
 A scientific calculator

### Essential Subject Specific Equipment List:

Equipment	Subject
Casio Scientific Calculator	Maths, science, product design
Protractor	Maths
Pair of compasses	Maths
Sketch book	Art
Rubber	Useful to have in several subjects
Sharpener	Useful to have in several subjects
Coloured pencils	Art
Reading book	English lessons and form time
Glue stick	Useful to have in lessons
Trampoline/grip socks	Drama
PE kit	This is outlined in the school uniform policy
Cooking apron	Food and Nutrition

## **Homework**

Our school's homework policy states that 'there is no expectation to set a required number of homework activities', however pupils will be set meaningful homework by class teachers when they deem it appropriate to do so.

Homework is set via the School Synergy app and pupils can access this under the 'Assignments' tab. Pupils are able to communicate with their teachers about any questions related to homework, view the task, access any links or attachments and mark homework as complete. Parents can also view the homework their child is set via the School Synergy parent app. Your child will be given log-in details in September.

We ask you actively and consistently to ensure that homework is completed. This is one of the most positive ways of assisting us in our work and ensuring that your child is getting the best out of his/her education. Homework is meant to consolidate work carried out in school and is absolutely essential to ensure future examination success.

Please read the Homework Policy which can be found on our school website.

## **Remote Learning**

In the unlikely event of an unexpected school closure, pupils will be provided with work by teaching staff. Pupils may be set work via School Synergy 'Assignments' or via Microsoft Teams. Pupils will be directed to find any remote learning via School Synergy. Your child will be issued with an Office365 account on arrival with their own email address; this enables them to access Teams calls and Office applications such as Word online. You can find out further information in relation to remote learning on the curriculum section of our website [www.holycross.lancs.sch.uk](http://www.holycross.lancs.sch.uk).

## **Other School Behaviour Expectations**

### **Mobile Phones**

Holy Cross recognise that pupils will bring a mobile phone to school. Mobile phones must be in a school bag and switched off. If seen, heard or used they will be confiscated and handed to Reception for twenty-four hours following the incident. They will be returned at the end of the second day. If a phone is confiscated on a Friday or the last day of term, they will receive it back on the same day. Pupils will be reminded of this rule daily in tutor time which should minimise the chance of a phone being accidentally left on. Pupils will never be left in a situation where they are unable to get home and their safety will always be considered. Parents will receive a Synergy broadcast to inform them of the phone confiscation and they can ring to speak to a member of staff if they have any concerns regarding their child's journey home from school.

If there is an incident and a mobile phone search is required, staff will not search through the phone or access text messages without the pupil's permission. It may be reasonable for staff to ask a pupil to

reveal a message/video but if the pupil refuses, the request cannot be enforced. Staff can issue a sanction for failure to follow instructions.

If a pupil uses a mobile phone, or other device, to record a member of school staff in any situation, they may be suspended. Repeated offence will lead to a permanent exclusion.

## **Valuables**

Valuables must not be brought into school.

Bicycles, scooters, motor bikes/bicycles are brought into school at pupils' own risk and school cannot accept responsibility for loss, damage or theft. They should be fully insured. Cyclists must dismount and walk only on school grounds. It is essential that bicycles/ bikes are locked when left on school grounds.

## **Healthy Eating and Drinking**

Holy Cross supports and promotes healthy eating and drinking. Pupils are allowed to drink water from clear containers in lessons, with the exception of Science due to health and safety. Energy drinks and those not compliant with the food and nutritional standards for schools are not to be brought into school eg Coke/Tango/Monster/Prime. Pupils seen in possession of non-compliant drinks will have the product confiscated and contents disposed of.

Chewing gum is forbidden at Holy Cross. School sanctions will be applied for non-compliance.

## **Selling Goods**

The governing body of Holy Cross permits the selling of specified items at given times throughout the year. Unless a pupil has permission from the governing body and the Headteacher, they are not allowed to sell any goods on school premises. Any goods that are being sold will be confiscated and given to charity. The school reserves the right to contact the police to assist in dealing with any pupil found repeatedly selling goods on school premises. School sanctions will be applied for non-compliance.

## **Drugs**

Holy Cross has a zero-tolerance approach to drugs and anyone in possession, using or selling drugs on school premises will be permanently excluded.

## **Alcohol**

Alcohol is not permitted in school. Pupils in possession of alcohol may be permanently excluded.

## **Offensive Weapons**

Pupils in possession of an offensive weapon may be permanently excluded.

## **Smoking/e-Cigarettes/Vapes**

Holy Cross does not tolerate smoking, e-cigarettes or vaping. In line with current legislation, Holy Cross is a non-smoking school. Smoking/vaping is not permitted in any part of the school's premises, when travelling to or from school or when travelling to, during, or travelling back from any school visit or out

of school activity. Pupils found smoking/ vaping will be placed in isolation and will receive a Senior Leader after-school detention. In case of repeat offenders, further sanctions up to and including suspension will be applied. Cigarettes/ vapes/ e-cigarettes/ liquids brought into school will be confiscated and disposed of safely.

### **Absence from School Premises**

Pupils are not allowed off school premises during school hours. In exceptional circumstances, the Headteacher may grant permission for pupils to leave school at a certain time providing they conform to the conditions listed on the permission e-mail/letter. Permission can be withdrawn if the conditions are not upheld.

**The Headteacher's decision on all matters is final.**

Updated: Summer 2024

Review date: Summer 2025

## THE SCHOOL COMMITMENT

Governors and staff will work to build a school community which is open and caring and offers the best opportunities for the personal growth, well being and success of every individual.

WE WILL UNDERTAKE TO:

- provide opportunities for pupils to develop their spiritual and religious life and their commitment to their faith
- provide highly qualified teachers to deliver programmes of study, suitable to the age, ability and aptitude of each pupil and in line with requirements of the national curriculum
- establish a well organised pupil-centred environment within the year group and the school in which the individual welfare of each pupil is carefully nurtured and meaningful learning can take place
- provide opportunities for pupils to take part in extra-curricular, religious, educational, cultural, social and physical recreation activities where appropriate
- establish a behaviour system and self-discipline amongst the pupils that will help ensure that every child feels safe, secure, confident and free to give of his/her best
- challenge and discipline those pupils who go against the behaviour system and by their actions cause unhappiness to other pupils, stop others from learning and bring the good name of the school into disrepute
- provide an open and effective system of communication that acknowledges partnership and shared responsibility and gives opportunity for exchanging information, answering queries, and listening to views on all relevant matters
- monitor individual pupil's progress and produce a report that will inform parents of such progress on a termly basis
- arrange parental meetings to discuss the progress and educational needs of the individual pupil
- alert and consult parents when any difficulties arise either with their own child or on whole school issues

Signed



Mr G Lindley  
Headteacher



## **PARENTAL COMMITMENT**

AS PARENTS/CARERS WE WILL UNDERTAKE TO:

- ensure our child's regular and punctual attendance at school and supply timely explanations via School Synergy and/or admin when necessary to cover absence and/or lateness. Ensure the school expectation of 97% is maintained
- actively encourage commitment to school work and study and the achievement of the highest standards in every area of school life
- communicate with the school (as a partner) on matters causing concern such as progress, behaviour, general or particular health problems or other worries
- firmly support the Behaviour and Uniform Policy laid down by the school and our child's commitment to it
- respond to the concerns expressed by the staff on such matters as progress, behaviour, attendance, home learning and general well being
- attend all parental meetings arranged by the school to discuss our child's progress, unless it is impossible because of unforeseen circumstances. In this event we will inform the school and endeavour to arrange an alternative meeting if it is deemed necessary by any partner
- accept shared responsibility for all aspects of our child's behaviour and progress while he/she is a member of Holy Cross
- ensure to the best of our ability that our child lives by the Catholic ethos of the school
- ensure communication with the school is courteous, treating all staff with respect and dignity at all times, without the threat of threatening behaviour, violence or verbal abuse

**Updated: September 2024**

**Review: September 2025**

## **PUPIL COMMITMENT**

As a Catholic community following the teachings of Jesus Christ, we care for each other.

Therefore we:

Love God

Work Hard

Be Kind

### **In Class Expectations:**

We arrive on time

We speak appropriately

We follow instructions without argument or delay

We treat others with respect

We bring to all lessons pens, pencils, and any other necessary equipment

We complete all classwork set to the best of our ability

We record and complete all home learning tasks

We tidy the room and leave quietly when told to do so by the teacher

We wear our school uniform with pride as per the school Uniform Policy

### **Out of Class Expectations:**

We follow instructions without argument or delay

We speak appropriately

We walk to the left on corridors and stairwells, and we follow the one-way system

We respect all school property

We put litter in the bin

We wear our school uniform with pride as per the school Uniform Policy

We respect toilets and use them appropriately

**Please complete the Microsoft Form you will receive to confirm this agreement  
has been read and accepted**