



Highams Park Academy Trust

Home School Agreement

Updated from the Home School Agreement 1 October 2015

Date of Review	SLMT Lead	Trustee Approval
1 October 2015	Mike Bunyan	1 October 2015
1 April 2019	Tom Capewell	1 April 2019
27 January 2022	Tom Capewell	10 February 2022

Date of next review: Full Board free to determine (suggested date January 2025 or sooner as required)

Circulated to staff and parents: Following Full Board approval on 10 February 2022

Home School Agreement

Signature required on Permissions form.

Parental Declaration

Like most schools we have a home-school agreement. You are invited to read it thoroughly as parents/carers of students who gain a place in Highams Park School will be expected to sign a parental declaration to indicate that they understand and accept the contents of the agreement.

The aim of the agreement is to make clear to:

- Students;
- Parents;
- Staff;
- Trustees;

that they have an equally important part to play in helping each individual student make the best use of the opportunities available at Highams Park. We believe that our success is built upon an open and supportive partnership between our students, parents, staff and Trustees. We aim to face the challenge of the 21st century by providing all our students with a broad, relevant and challenging curriculum, which will equip them for employment and further education.

Students

Each student has a responsibility to work hard and make a positive contribution to the school.

All students are expected to:

- respect other students, staff, visitors and themselves and be aware that racism, intolerance and bullying are unacceptable at Highams Park;
- wear the required uniform;
- complete homework and coursework on time to the best of their ability;
- respect Health & Safety regulations;
- attend school regularly and punctually;
- be fully prepared for the school day, including having all necessary equipment;
- behave in a self-disciplined manner at all times and obey the school rules.

Students can expect from the school:

- to have homework set and work marked on a regular basis according to the school's policy;
- to have frequent feedback on their progress;
- to receive praise when work or behaviour has been consistently good;
- to have their behaviour monitored and appropriate disciplinary action taken when it falls short of the required standard;
- to have their parents informed of progress on a regular basis;
- not to be bullied;
- to have a safe and caring environment to work in;
- to have advice, care and support when needed from all staff.

Parents

Each parent has an important responsibility to work closely with their children and support their school achievements. We ask parents:

- to ensure your child attends regularly and punctually as required by law;
- to keep the school informed of anything which parents believe might affect their child's progress in school especially absence, illness, or a change of family situation*;
- not to take holidays in school time;
- to provide a quiet place at home to encourage completion of homework;
- to take an interest in your child's school work and look at their exercise books regularly;
- to check Firefly and or Arbor to see information on homework tasks, attendance and punctuality and debts and rewards for your child;
- to attend Parents' Evenings, Standards Evenings and any other such events to support your child's learning through each academic year;
- to support the school rules on uniform;
- to support the school rules on misbehaviour and reinforce any sanctions put into place by the school;
- to ensure your child gets adequate sleep before a school day;
- to send your child to school fully prepared for the school day with all books and equipment.

* To contact the school please use one of the following means:

MAIN RECEPTION: 020 8527 4051

ABSENCE Use the online Attendance and Absence form on FireFly

<https://highamspark.fireflycloud.net/parent-information/attendance-and-absence>

email: enquiries@highamsparkschool.co.uk

The school will ensure:

- that parents are informed regularly of academic progress;
 - that parents are informed of any aspects of behaviour that require significant action by staff;
 - our staff will support and promote the school's aims and endeavour to promote the success of each student.
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Staff will:

- care for students in their tutor and teaching groups;
 - ensure equality of opportunity for all;
 - report progress, achievements and concerns to parents;
 - meet parents to ensure the best possible education and welfare;
 - challenge students to achieve higher standards academically and to develop greater involvement in extracurricular activities within school and the wider community;
 - ensure that there is a fair and consistent approach towards dealing with misbehaviour;
 - support school policy on uniform and behaviour.
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The Board of Trustees

Our Board of Trustees will carry out its legal responsibilities to the school and ensure:

- that school policies provide care for every student;
- that funding received by the school will be used to provide the appropriate curriculum and support services;
- that they will meet regularly to carry out their function;
- that they will visit the school regularly.