

Summer 2024

Dear Parents/Carers

I hope that you are good and well as we draw towards the end of the summer term. The purpose of this communication is to provide clarity regarding the next school year. Before we move onto that, however, I do want to congratulate all students on what has been an excellent year at Denefield. We ask our young people to work hard and be kind and they have certainly done that this year, along with throwing themselves into all manner of extra-curricular activities and house competitions. As a result they are laying the foundations for a successful life when they leave Denefield.

We are very much looking forward to students joining, or returning, to us in September. This letter gives full details of:

- Timings of first week - below
- Uniform expectations – Years 7 to 11
- Arrangements of first week in detail – Annexe 1
- Have your details changed?

Wednesday 4 September	Year 7 only	Please arrive by 8.28am at the front of school.
Thursday 5 September	Year 7 and Year 12	Please arrive by 8.28am at the front of school.
Friday 6 September	Years 7 to 13	Please arrive by 8.28am at the front of school.

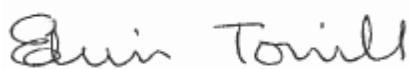
*for full details, please see the end of this communication.

I would like to take this opportunity to remind parents/carers of our values and expectations. Students come to us as children, and leave as adults. Our aim is that they achieve Success for Life, and that they do this through gaining excellent qualifications, and developing their CHARACTER skills through extra-curricular and community activities.

It is vitally important that they develop positive behaviours and positive habits right from the beginning of term, students can then focus on learning in lessons.

I am very much looking forward to seeing your child in September. I wish you and your family a very pleasant summer.

Yours faithfully



Mr E Towill MA (Oxon)
Headteacher

Denefield student expectations Years 7 to 11

One way in which Denefield students show their pride in the school is through their uniform. Denefield's uniform policy can be found [here](#) and our uniform page can be found [here](#). I would like to remind parents and carers of certain aspects:

- **Jewellery** - we allow one discreet stud in each earlobe. We do not allow facial jewellery. A clear plastic retainer in the nose is acceptable. Please do not allow your child to get a facial piercing or additional ear piercing near the end of the summer holidays as this will mean that the piercing cannot be removed at the start of term.
- **Nail varnish, false nails, and false eyelashes** - we allow clear nail varnish only. We do not allow acrylic nails, gel nails or false eyelashes. Please do not allow your child to apply coloured nail varnish, false nails or eyelashes that cannot be removed in time for the start of term in September.
- **Hair colouring** – all unnatural hair colouring and braids will need to be removed before the start of term in September.
- **School shoes** – this has become complicated by the variety of companies advertising their products as school shoes. Our website clearly identifies what a school shoe looks like with images. We describe a school shoe as, 'plain black with minimal decoration, firm-soled, water resistant and polishable'. We do not accept footwear that is sports branded eg Nike - **including Nike Air Force, Adidas, Reebok or other similar brands** and this includes brands such as VANS, Converse and TOMS. **We do not accept canvas footwear, including sports branded ankle boots, or trainers as school shoes.** If you are concerned that what you might purchase is not considered a school shoe at Denefield, please refer to the school [website](#) or contact the school before you purchase the footwear.

For Denefield's ethos and values which underpin our aim for every student please find them on our website [here](#) along with our CHARACTER values.

Equipment

Necessary equipment	Desirable/useful equipment for use at home
<ul style="list-style-type: none">• Blue/black pen• Red pen• Pencil• 30cm ruler• Eraser• Whiteboard pen• Colouring pencils• Specialist equipment, eg protractors, compass, scientific calculator• Reading book	<ul style="list-style-type: none">• Rounded scissors• Glue stick

Attendance

At Denefield we believe that attendance and attainment are strongly linked. Our full expectations for attendance and punctuality can be found [here](#).

Student reception

Student reception will be open to students from 8.30am to 9.00am, break and lunch time.

The School Day

At Denefield, the school day usually runs from 8.30am to 3.00pm.

Years 7 to 13	
8.30am – 8.40am	Tutor period
8.40am – 9.40am	Period 1
9.40am – 10.40am	Period 2
10.40am – 11.00am	Break
11.00am – 12.00pm	Period 3
12.00pm – 1.00pm	Period 4
1.00pm – 1.35pm	Lunch
1.35pm – 2.00pm	Tutor period
2.00pm – 3.00pm	Period 5
3.00pm	End of the school day

Punctuality to lessons

All students should be punctual to lessons, registers will be taken by the class teacher and students who have not appeared will be marked as absent at the start of each lesson.

Communication with parents/carers

Where possible all communication will be sent electronically using your email address. It is therefore vital to inform the school immediately of any changes to your contact details. If you need to update your contact details please complete and return the form on the back page of this communication or email office@denefield.org.uk

If your child/ren is/are absent from school you have a legal responsibility to notify us as early as possible on each day that they are absent. You can do this via ClassCharts or absence@denefield.org.uk If your child is absent from registration and we have not been notified of the reason, you will receive a message via ClassCharts, in the first instance.

In addition to our communications to parents/carers via ClassCharts we also use an alternative system to send large communications home, therefore please ensure you add **@schools.ps-connect.cloud** to your 'safe senders' or 'contacts list' and check your spam and junk boxes regularly.

Letters to parents/carers and information about the school calendar, which is updated regularly, are also posted on our website and social media channels where relevant.

Annexe 1

Full details of the first two days of term are below:

Wednesday 4 September 2024 - Year 7

Time	Activity
8.20am - 8.28am	Arrive at the school gate and directed to the Da Vinci Hall.
8.30am - 9.40am	Assembly in Da Vinci with the Headteacher, plus time with tutors.
9.40am - 10.40am	Tutor session on school routines and expectations.
10.40am - 11.00am	Break time.
11.00am - 12.00pm	Lesson in subject – teachers pick up from courts.
12.00pm - 1.00pm	Tutor session on school routines and expectations. Tour of key areas of our school.
1.00pm - 1.35pm	Lunch time.
1.35pm - 2.00pm	PM tutor time – understanding of our school uniform and equipment expectations.
2.00pm - 3.00pm	Lesson in subject.
3.00pm	Students escorted out of school.

Thursday 5 September 2024 - Year 7

Time	Activity
8.20am - 8.28am	Arrive at the school gate and directed to tutor base.
8.30am - 8.40am	AM tutor – uniform checks and recap of previous day.
8.40am - 9.40am	LUCID testing and team building.
9.40am - 10.40am	LUCID testing and team building.
10.40am - 11.00am	Break time.
11.00am - 12.00pm	Lesson in subject – teachers will collect students from the courts.
12.00pm - 1.00pm	PE based session (<i>PE kit not required</i>) Building trust, pride and resilience.
1.00pm - 1.35pm	Lunch time.
1.35pm - 2.00pm	PM tutor - assembly expectations.
2.00pm - 3.00pm	Assembly in Da Vinci with Deputy Headteacher and Assistant Headteacher recap of the learning.
3.00pm	Students escorted out of school.

Thursday 5 September 2024 - Year 12

Time	Activity
8.20am - 8.28am	Arrive at the school gate and directed to Main Hall.
8.30am - 9.00am	Year 12 Assembly in the Main Hall.
9.00am - 10.40am	Tutor period - timetables, ID photos, handbook review, SLP.
10.40am - 11.00am	Break time.
11.00am - 11.30am	Tutor period - 1:1 sessions.
11.30am - 1.00pm	Icebreaker activities – Field or Sports Hall.
1.00pm - 1.35pm	Lunch time.
1.35pm - 3.00pm	Enrichment – Main Hall
3.00pm	Students escorted out of school.

Annexe 1 continued

Friday 6 September 2024 Year 7 - 11

Time	Activity
8.20am - 8.28am	Arrive at the school gate and directed to Tutor base.
8.30am - 8.40am	AM tutor time – uniform and equipment check, tutors implement a mixed age and gender seating plan and give out students' timetables.
8.40am – 9.40am	Assembly with Head of House in Houses (25mins). Kentwood and Langley – 8.40am – 9.05am. Norcot and Sulham – 9.10am – 9.35am. Re-set session on classroom routines and expectations with Tutor (30mins).
9.40am onwards	Standard timetable begins and students attend lessons as per their timetable.

Friday 6 September 2024 - Year 12 and 13

Time	Activity	
	Year 12	Year 13
8.20am - 8.28am	Arrive at the school gate.	Arrive at the school gate.
8.30am – 9.00am	Tutor time – A208, C103, or C201	Year 13 Assembly - Main Hall
9.00am – 9.40am	Tutor – timetables, handbook review, SLP, 1:1s	Tutor time – A305, C106, M107 timetables, handbook review, SLP, 1:1s
9.40am onwards	Standard timetable begins and students attend lessons as per their timetable.	

Have your contact details changed?

It is vital that you keep your contact details up to date, in case we need to contact you in an emergency, and in order to avoid missing important communications.

You can update your details by using the link on the front page of the school's website, by completing this page and returning it to main reception or email office@denefield.org.uk.

Student's name		Tutor group	
Student's address			

Contact 1 name		
Relation to Student		
Contact 1 address		
Contact 1 mobile No.		
Contact 1 home No.		
Contact 1 work No.		
Contact 1 email address		It is vital that any email address supplied is viewed regularly as this will be used for our communications

Contact 2 name		
Relation to Student		
Contact 2 address		
Contact 2 mobile No.		
Contact 2 home No.		
Contact 2 work No.		
Contact 2 email address		