

17 July 2026

Dear Parent/Carer

Congratulations to all students on what has been an excellent year at Denefield! This communication is to provide clarity and keep you informed regarding the next school year.

Expectations

Our aim is that students 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. Further information below.

Timings on first two days – and what to bring – full details of the days further on

Thursday 3 September	Year 7 and Year 12	Please arrive by 8.28am at the front of school.
Friday 4 September	Years 7 to 13	Please arrive by 8.28am at the front of school.

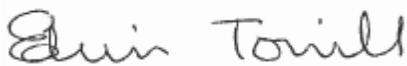
Please be aware that PE kits are not needed on the first two days, but they will be required from Monday 7 September onwards. We will share details of extra-curricular clubs, including how to sign up, in September.

Advance notice of changes to the school day in the first six weeks of term

- Wednesday 16 September: school closes at 12.50pm in order to prepare for Open Evening.
- Thursday 17 September: school starts at 9.28am.
- Friday 25 September: Denefield 50 anniversary event 5.00pm to 8.00pm.
- Tuesday 13 October: school closes at 12.50pm for staff training.

I very much look forward to seeing your child in September.

Yours sincerely



Mr E Towill
Headteacher

Further information

Uniform

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/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.
- Trousers - Plain black, full length to cover ankles. They must be smart/tailored (suitable for business wear), not skinny/skintight – they must be straight leg trousers. *Jeans, leggings, flares or trousers in a stretchy/jersey material are not allowed:* see the school [website](#) for acceptable examples.
- Shorts – Tailored plain black knee length shorts, no logos.

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

Equipment

Necessary equipment	Desirable/useful equipment for use at home
• Blue/black pen • Red pen • Pencil • 30cm ruler • Eraser • Mini whiteboard kit • Colouring pencils • Specialist equipment, eg protractors, compass, scientific calculator • Reading book	• 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 at the end of this communication or email office@denefield.org.uk.

If your child is 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.

Detail of the first two days of school

Thursday 3 September 2026 - 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 tutors implement a seating plan and give out students' timetables
10.40am - 11.00am	Break
11.00am - 12.00pm	Morning ' <i>Meet and Greet</i> ' training, Assembly practice – and training on lesson routines at Denefield
12.00pm - 1.00pm	LUCID testing and team building
1.00pm - 1.35pm	Lunch
1.35pm - 2.00pm	PM tutor time – understanding of our school uniform, equipment and homework expectations
2.00pm - 3.00pm	Lesson in subject – teachers will collect students from the courts
3.00pm	Students escorted out of school

Friday 4 September 2026 - Years 7 – 11

Time	Activity
8.20am - 8.28am	Year 7 arrive at the school gate and directed to Courts for ' <i>Meet and Greet</i> ' Years 8 – 11 arrive at the school gate and directed to tutor base
8.30am - 8.40am	Year 7 Conduct ' <i>Meet and Greet</i> ' and recap of previous day Years 8 - 11 AM tutor – uniform and equipment checks, tutors implement a seating plan and give out students' timetables
8.40am – 9.40am	Y7 LUCID testing and team building Years 8 - 11 Assembly with Head of Year in Year Groups (25mins). Venues: Year 8 and Year 9 Da Vinci, Year 10 and Year 11 Main Hall Times: Year 8 and Year 10 – 8.40am – 9.05am, Year 9 and Year 11 – 9.10am – 9.35am Years 8 – 11 re-set session on classroom routines and expectations with Tutor (30mins) when not in assembly
9.40am - 10.40am	Years 7 – 9 on courts practising ' <i>Meet and Greet</i> ' then return to tutor session for team building and further training on routines at Denefield. Year 10 in tutor base for team building and further training on routines at Denefield Year 11 in Main Hall for a session with Head of Year 11 and Senior Leadership Team on <i>the Y11 Journey</i> , key milestones and importance of Year 11
10.40am - 11.00am	Break
11.00am - 12.00pm	Years 7 - 11 Standard timetable begins and students attend lessons as per their timetable

Sixth Form

Thursday 3 September 2026 - 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, 1:1s
10.40am - 11.00am	Break
11.00am - 12.00pm	Icebreaker activities - Field or Sports Hall
12.00pm	Students leave site

Friday 4 September 2026 - 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	Year 13 Assembly - Main Hall
9.00am - 10.40am	Tutor time - timetables, handbook review, SLP, 1:1s	Tutor time - timetables, handbook review, SLP, 1:1s
10.40am - 11.00am	Break	
11.00am 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		