



31st August 2023

Dear Parents/Carers,

We hope this letter finds you well and that you are having an enjoyable summer.

We would like to take this opportunity to welcome Stephen Hackshaw. Stephen joins us as Deputy Headteacher and has spent over 10 years at Ralph Thoresby most recently as Deputy Headteacher. He is looking forward to working with all of our students, both new and returning, and with you as families.

Pastoral structure

We have also made some changes to the pastoral structure for next year, please see the details below:

Key Stage 3 Progress Leader: Samanther Collins
Key Stage 4 Progress Leader and Year 11 Year Leader: Sarah Dobby
Pastoral Administrator: Sarah Owen
Year 7 Year Leader: Louise O'Donoghue
Year 8 Year Leader: Megan Ratcliffe
Year 9 Year Leader: Craig Nicholls
Year 10 Year Leader: Claire Bland
Sixth form team: Oliver Wharton, Andy Feeney, Chloe Parker-Reany and Amy Best.

Should you have any Key Stage or Year group specific questions or concerns, please contact the email address as shown in the table below:

| Year(s) | Contact email |
|-----------------|-----------------------------------|
| 7 | year7@bentonpark.net |
| 8 or 9 | ks3progressleaders@bentonpark.net |
| 10 or 11 | ks4progressleaders@bentonpark.net |
| 12 or 13 | ks5progressleaders@bentonpark.net |

Student return

We are looking forward to meeting all of our new students in Years 7 and 12 and also welcoming back our returning students in Years 8-11 and Year 13. As we approach the start of a new year, we would like to outline the procedures and expectations to ensure a successful start for all of our students.

Please see below a reminder of the return day for each Year group, following their summer break:

- Tuesday 5th September – Years 7 and 12:
 - Year 7 students should make their way to the courtyard on arrival at school. Staff will be on hand to support and direct students.

Executive Headteacher: Miss D Martin | Headteacher: Mr N Skilton

Harrogate Road, Rawdon, Leeds, LS19 6LX Tel (0113) 250 2330

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- Year 12 returning students should arrive at 10.20am with new to Benton Park students arriving at 9am.
- Wednesday 6th September – Years 11 and 13
- Thursday 7th September – Years 8, 9 and 10

Students should arrive on the school site by 8.25am. On arrival to school, students should go straight to the courtyard, where they will line up in their class groups, before being led into the school for an initial assembly. There will be staff available to direct students to where they need to go, should they be unsure.

School day timings

The school day, which will come into effect from **September 2023**, is shown below. Students are expected on site from 08:25am. Please be aware that after this time they will be marked as late:

| | 6 Period | Years 7/8/11/12/13 | Years 9/10 |
|-----------------------------|-------------|----------------------|----------------------|
| Morning Meeting | | 08:30-09:10 | |
| Lesson 1 | | 09:10-10:00 | |
| Lesson 2 & Break | 10:00-11:10 | 10:00-10:15 Break | 10:05-10:55 Lesson 2 |
| | | 10:20-11:10 Lesson 2 | 10:55-11:10 Break |
| Lesson 3 | | 11:10-12:00 | |
| Lesson 4 & Lunch | 12:00-1:20 | 12:00-12:30 Lunch | 12:00-12:50 Lesson 4 |
| | | 12:30-1:20 Lesson 4 | 12:50-1:20 Lunch |
| Lesson 5 | | 1:20-2:10 | |
| Lesson 6 | | 2:15-3:05 | |

The movement to a 6-period day will ensure that we have a more consistent and settled curriculum for all of our students in all year groups. It will also allow for students to follow, in the main, a one-week timetable. This will mean that all students in main school will have Maths and English every day, whilst ensuring that they also have access to a good range of other subjects including creative and performance subjects across their week. For more information on what we do and, crucially, why we do it please visit

<https://bentonpark.org.uk/learning/>

Rewards

Rewards continue to be at the heart of our Attitude to Learning framework and we are always looking for opportunities to reward and praise our students. All rewards earned count towards earning weekly, half-termly and termly prizes, including reward trips and our Year 11 Prom.

We will be rewarding students for displaying our school values of Endeavour, Resilience, Inspiration, Collaboration and Compassion. Each value reward will be worth one point. For the student, in every lesson, who displays our values the most they will receive a *Golden Ticket*, which is worth 15 points.

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If students complete a week with 100% attendance without any sanctions, they will achieve a *clean slate* which will be worth 25 points. All positive communication home, whether that be an email, phone call or postcard, will achieve 15 points.

Attitude to Learning Framework

Our work on rewards is underpinned by our Attitude to Learning framework. Our students know what is expected of them each and every day to ensure they are successful learners and are able to achieve their full potential.

We will continue to run our same day detentions for instances where our expectations have not been met. These will happen in the following situations; late to school, late to two or more lessons, on-call removal from lessons and lack of PE kit.

The purpose of this will be to reinforce our expectations and in many cases, hold restorative conversations with members of staff to ensure that they can approach the next lesson with a fresh start. Parents/carers will be advised by Edulink informing of a same day detention for their child.

If any student receives two on-call removals in one day, they will be placed in supervised study for 6 periods to complete their studies and to reflect upon their choices for a successful reintegration to lessons following this. Parents/carers will be advised by EduLink of any time spent in supervised study. Further information on this can be found at <https://bentonpark.org.uk/students/student-expectations/>

Student Passes

As we start the new academic year, we have reviewed our working practices to ensure that we continue to support our students to achieve their potential. We know that if students maximise their learning time then they will achieve great outcomes therefore we have further evaluated our current system of student passes. From September 2023, we will only be issuing two minute early passes to support students with their movement around the school building. If you feel your child qualifies for a toilet pass we will require medical evidence for this in the form of a doctor's letter. Please send these to their Key Stage Director who can apply for a toilet pass to be printed. As a reminder all our students can access our school toilets during lesson changeover and have five minutes to do so every 50 minutes in school.

Expectations and Uniform including PE Kit

We want all of our students to enjoy a strong and positive start to the new academic year and to facilitate this we would like to remind you of our uniform expectations details of which can be found on this link to our website <http://www.bentonpark.org.uk/uniform/59.html>. Students should also ensure that they have their basic equipment with them each and every day so they can access their learning.

The link above also details the expectations for PE kit. For clarification, on days when students have PE they should wear the following:

Compulsory PE kit (all items with Benton Park logo):

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- Blue shorts (or white shorts, if owned), leggings or tracksuit bottoms
- T-shirt
- Either blue football socks or white socks (no logo)

Optional PE kit (all items with Benton Park logo):

- Long-sleeved $\frac{3}{4}$ zip top
- Raincoat

The expectation is that students wear the complete Benton Park Logoed PE kit and adapt to weather conditions, as outdoor lessons will remain such. We have streamlined our PE kit guidelines to be both simpler and more cost-effective, hence we have eliminated the separate indoor and outdoor PE kit. There's no need for students to wear school blazers over their PE kit. However, they should wear suitable trainers for PE (pump style footwear is not allowed). If their PE lesson is on the Astro-turf, they must bring appropriate footwear. Students who choose to wear shorts for PE should cover them with their tracksuit bottoms, leggings, or school trousers when navigating through other parts of the school during the day.

We have high expectations in all aspects of our work, including uniform, and your support in ensuring that your child meets our uniform standards will mean they start the new school year strongly in the classroom accessing their learning. Our uniform standards also include ensuring appropriate footwear, hair styles, make-up accessories and piercings.

A few other important reminders:

- To support in planning ahead, details of next year's academic calendar can be found here: <https://bentonpark.org.uk/our-school/calendar/>
- As part of our safeguarding procedures, it is vital that we have the correct emergency contact, medical and allergy information on our records for your child. Please could we ask you to login to our Parent App, Edulink to check and update any details which we are currently holding. Please ensure that we have at least two emergency contacts for your child in case we are unable to get hold of the primary contact. Should you require any support logging in to Edulink, please contact us on the details below.

We really hope that your child enjoys the last week of the school holidays and thank you for your continued support of the school. We are very much looking forward to working with you over the coming year and as always, should you have any queries regarding any of the information outlined above, please do not hesitate to contact us on secretary@bentonpark.net.

Yours sincerely,

Nicholas Skilton
Headteacher

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