

STEWARDS ACADEMY - HOME SCHOOL AGREEMENT



EXCELLENCE WITH INTEGRITY; SUCCESS WITH SOUL
We measure success by the way we touch people's lives;
nurturing, challenging and creating opportunities to grow and
learn, leading to safe, fulfilling and purposeful lives.

As a parent I will:

1. Actively support Stewards Academy with regard to the expectations and policies.
2. Send my child to school every day punctually for 8:40am, ready to start Morning Prep at 8:45am, wearing the correct school uniform and having the necessary equipment for the school day ahead.
3. Promote a strong sense of responsibility in my child with a respect for authority and the views and property of others in the Academy and wider community.
4. Ensure my child behaves appropriately on their journey to and from school.
5. Form a positive and mutually beneficial partnership with Stewards Academy, attending any meetings in school as requested, with every meeting ending with a positive outcome for my child's education.
6. Support my child to develop a positive attitude to learning, which is reflected in the subject progress checks.
7. Sign up and make use of ClassCharts, supporting the academy by celebrating success and discussing with my child when the day has gone less well.
8. Support the academy's Afternoon Prep system, whereby my child may be asked to stay behind on the same day until 4.00pm, having been notified via ClassCharts.
9. Treat Academy staff and members of the community with respect and speak to them in a manner which is both polite and courteous.

Signed: _____ **(Parent/Carer) Name** _____

As a pupil I will:

1. Be ready, respectful, and safe at all times.
2. Know and understand the Pupil Expectations, following our **STEPS to EXCELLENCE**.
3. Always strive to be the very best version of myself.
4. Demonstrate our COURAGE values every day.
5. Arrive at school by 8:40am in correct uniform, with the necessary equipment, with no prohibited items, ready for the school day ahead.
6. I will attend all lessons, listen attentively, follow instructions and speak appropriately at all times.
7. **I will learn and follow any procedures and routines as they are introduced to me.**
8. I will produce excellent work and complete all homework on time.
9. I will respect my surroundings, moving sensitively around the school, and treating all areas of the school and others with respect.
10. I will be kind to all members of the community and respect their personal space.
11. I will talk to a member of staff if I do not feel happy and safe, or I know other pupils who are not.
12. I will show respect for our school and community, behaving appropriately both in and out of school.
13. When my day has gone less well, I will meet my teacher to have a restorative conversation at the end of the day,
14. I will actively seek to demonstrate our school vision statement and our school values in everything I do.

As an academy we will:

- Ensure that your child feels safe and happy in a supportive learning environment, which values and promotes high levels of respect and self-discipline.
- Promote an effective partnership between pupils, parents and staff, which will lead to your child raising their levels of attainment.
- Effectively monitor the welfare and academic progress of each individual pupil and keep parents regularly informed.
- Promote a learning environment with quality learning opportunities, which meets the needs of all pupils both in lessons and through homework.
- Recognise and reward pupils who achieve success in school.

Helen Ginger (Headteacher)

Communication Agreement—Marketing

For the purposes of marketing I have ensured that all contacts registered for my child have agreed to be contacted by Email /ParentMail.

Signed: _____ **(Parent/Carer) Name** _____

Medication in Schools:

For pupils under the age of 16 years, medications containing aspirin must not be brought on-site unless specifically prescribed by a doctor and administered by the Welfare Officer.

The Academy only accepts medicines that are in date, labelled, provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage. The exception to this is insulin, which must still be in date, but will generally be available to schools inside an insulin pen or a pump, rather than in its original container.

The Academy staff member accepting the medicines will need to ensure that the medication:

- Is brought to the school by a parent/carers
- Is in the original packaging from the pharmacist
- Is in date. (Note – this must be taken from the blister pack.)
- Will expire when the prescription ends as the manufacturer's expiry date is not valid once the medication is opened.

Signed: **(Parent/Carer)**

Signed: **(Pupil)**

STEWARDS ACADEMY - USE OF IMAGES FOR PROMOTION OF PUPIL SUCCESS

With the introduction of the GDPR we are required to obtain detailed consent from you, as the child's parent/carer, on how we wish to use your child's image. Please note that from the age of 13 years consent has to be sought directly from your child. We ask that both you and your child read and tick those boxes for consent and then sign below.

Use of information and image (including photographs and video recordings)

I give my permission for the image of: _____ to be used as indicated below:

Signed: _____ (Parent / Carer) Name _____

Please tick ✓ The Yes box to give consent or the No box to withhold consent	Yes	No
To provide consent (s) for the use of images and videos		
Within the Academy		
On the school website, on social media, marketing and in newsletters (both linked and not linked to the name).		
For external media both electronic and conventional (both linked and not linked to the name), e.g. Local newspaper press release.		
By the Academy approved 3rd party organisations for curriculum and enrichment-based projects (both linked and not linked to the name) i.e. Place2Be, PH England, Essex County Council, STEM organisations, Shakespeare Schools.		

I give my permission for the named work of: _____ to be:

Displayed around the Academy on the wall displays	
Included in the Academy Newsletter	

Signed: _____ (Parent / Carer) Name _____

Signed: _____ (Pupil) Name _____

Before the age of 13 the parent may withdraw consent at any time by contacting the school. From the age of 13 the child can withdraw consent. Stewards Academy fully complies with information legislation. For the full details on how we use your personal information please visit our website <http://www.stewardsacademy.org> and click on the Privacy notice on the footer of any page or call 01279 421951 if you are unable to access the internet.

STEWARDS ACADEMY Consent form for trips and other off-site activities

Please sign and date the form below if you are happy for your child to:

- Take part in school trips and other activities that take place off school premises; and
- Be given first aid or urgent medical treatment during any school trip or activity.

Please note the following important information before signing this form:

- The trips and activities covered by this consent include;
 - ◊ All visits (including residential trips) which take place during the holidays or a weekend
 - ◊ Adventure activities at any time /off-site sporting fixtures outside the school day
 - ◊ Rewards incentives under the Academy's Rewards Policy
- The school will send you information about each trip or activity before it takes place and **you can, if you wish, tell the school that you do not want your child to take part in any school trip or activity.**

Written parental consent will not be requested from you for the majority of off-site activities offered by the school – for example, year-group visits to local amenities – as such activities are part of or support the school's curriculum and usually take place during the normal school day.

Medical information for trips:

Medical information for trips and other off-site activities is sourced from the information we hold on our Central Management Information System. To ensure that the Academy holds the correct and current information you must ensure that we are made aware of any changes to both medical and parental contact information by completing a Pupil Information Update form, available from Student Services.

In signing I am agreeing to inform the Academy of any changes to my:

- child's medical condition or individual needs (including any emotional wellbeing or mental health issues, dietary and allergies which may affect their participation in the visit)
- my emergency contact details – incl home address, home and mobile telephone numbers etc

And giving permission for _____ to participate in school trips and off site activities during the normal school day.

Please complete the permission section below and sign, date and return this form if you agree to the above.

Signed: _____ (Parent / Carer) Name _____

HOME SCHOOL AGREEMENT - Mobile phones and other electronic devices

1. Students are permitted to bring mobile phones for use on the way to and from school only.
2. Other electronic devices, including ear phones are not permitted in school.
3. Mobiles phones/electronic devices must be switched off and stored in the top zipped pocket of a student's blazer or in their bag.
4. Mobile phones are not to be used by pupils for any reason unless permitted to do so by a member of the Leadership Team.
5. Mobiles phones/electronic devices must not be used to distress any member of the academy or local community either in school or at home.

For full details regarding the acceptable use of mobile phones and electronic devices reference the policies on the school website.

Signed: _____ (Parent/Carer) Name _____