

WINDSOR ROAD
CAISTER-ON-SEA
GREAT YARMOUTH
NORFOLK
NR30 5LS

PRINCIPAL: BEN DRIVER
T +44 (0)1493 720542
E enquiries@caisteracademy.org.uk
www.caisteracademy.org.uk



**CAISTER
ACADEMY**
*Creative
Education
Trust*

Monday 13 March 2023

Dear Parent

Spring Safeguarding – Update 4

I hope you and your family are safe and well and have been making the most of the longer days over the last few weeks.

Personal Development and PSHE Curriculum this term

This year we have split each half term into a 'golden thread' that unites our safeguarding and personal, social, health and economic (PSHE) curriculum, to ensure our young people are aware of what they are studying and why.

We started the new school year with '**Celebrating Diversity & Tolerance**', before moving onto '**Anti-Bullying**' before Christmas. Last half term we focused on '**Staying Safe Online & Offline**' and this half term we are focusing on '**Mental Health & Wellbeing**'.

As part of our focus on Mental Health & Wellbeing, all staff have been trained on mental health first aid. As we move through the half term, staff will deepen their understanding of supporting students with anxiety and depression. Students will receive assemblies around the 'National Day of Unplugging' to support them in achieving a balance between screen time and mental health.

To support you as parents, I recommend the following links on 'my family coach' around the topic of mental health & wellbeing:

- [How to Reduce Arguments About Screen Time](#)
- [Healthy Eating Habits for Teens](#)
- [Mental Wellbeing](#)

This half term's personal development focus of Mental Health & Wellbeing will be taught in assemblies, through our PSHE curriculum, during personalised learning time and through whole school events. Specifically, each year group will be learning about the following:

- Year 7 – Managing change
- Year 8 – Physical health and wellbeing
- Year 9 – Legal and illegal drugs
- Year 10 – Self harm and suicide awareness, child sexual exploitation
- Senior Year – Personal study.

As you can see, we are studying some potentially challenging content with Years 8, 9 and 10. We do ensure that teachers are aware of student sensitive topics, but please do notify us if you feel we would not know about a sensitivity that your child has.

Personal Development and PSHE Curriculum after Easter

I will write to you with more information on the summer personal development themes, but I wanted to give you an early indication of what the topics will be. Like this term, we will be covering some sensitive topics.

After Easter our Personal Development theme changes to '**Sexual Awareness**' with each year group learning about the following:

- Year 7 – Puberty and body development
- Year 8 – Identity, relationships and sex education
- Year 9 – Sex, the law and consent
- Year 10 – Sexualisation of the media, domestic abuse and violence, sexual assault awareness and the harm of pornography
- Senior Year – Personal study

Student First Aid, Illness and Medication Procedures

I thought it would be helpful to write to you with a reminder around first aid, illness and medication procedures.

As part of our annual review of policies, we have updated our policy, which can be found here [First Aid and Illness Procedure 2023](#). I wanted to especially draw your attention to the section on Medication, on page 5. I have quoted key parts below:

All medication must be stored in the student office, in a locked cabinet. Students should not carry medication in school, unless recorded on their care plan by the Assistant Principal for Behaviour & Inclusion.

Medication may only be issued to students in the following circumstances:

- 1. Parental completion of the Parental Agreement for Caister Academy to Administer Medication form. This form is available on the website [Parental Agreement for Caister Academy to Administer Medication](#) and can be completed at any time.
The parent will provide the school with the medication, which must be clearly labelled with the child's name, dosage instructions and times medication is required.
The medication will then be stored and administered as above.
The student will be supervised whilst taking their medication.*
- 2. Where non-prescribed medication is unexpectedly required, and parental permission to administer medication is provided by phone.
In these cases, any member of staff may contact home to request permission.
Only the Attendance Improvement Officer or the Attendance Administrator may issue the medication.
The student will be supervised whilst taking the medication.*

Please ensure we have up to date medical information for your child and that your child does not carry medication in school, unless part of their agreed medical health care plan.

Student Bathroom Provision at Caister

I am delighted to share that we have received funding from Creative Education Trust (CET) to redesign and refurbish four out of six of our student bathrooms this year.

It is essential that all students have ready access to sufficient bathrooms at appropriate times, and that all students feel safe when using the bathroom areas.

To support this two years ago, we redesignated two bathrooms in the science area from staff to students. And, we allocated the bathrooms across the school to different year groups. This has given us six sets; Year 7 Male, Year 7 Female, Year 8 & 9 Male, Year 8 & 9 Female, Year 10 & Senior Year Male and Year 10 & Senior Year Female bathrooms; complemented with three additional individual accessible bathrooms. Overall, we fall within the standard Government guidance to provide one stall for every twenty students.

However, we believe our student bathroom provision could be better and as such, have prioritised the student bathrooms for development this year. The current design is outdated and without resorting to CCTV or stationing a staff member inside the bathroom, it is challenging to monitor these areas at all times.

With the funding from CET, we have been able to design four new bathroom spaces in the style most schools are now moving to. Our new bathrooms will have fully private individual cubicles (floor to ceiling rather than three quarter length doors) providing students with more privacy; a more open space outside cubicles, allowing for more effective passive supervision to keep students safe; and an increase of the available space, allowing us to increase the number of cubicles.

The second draft of our designs were shared with our Student Forum Community group last Monday. Following positive feedback and some excellent questions, we are now awaiting the final design, before moving forward with this important project.

I look forward to sharing pictures of the new bathrooms once they are complete.

Punctuality and Attendance

We made some changes to improve the punctuality of students to lessons earlier in the year. The reason for making these changes was to reduce lost learning through students being late to lessons and ensure that we have an accurate picture of whether students have arrived at lessons as soon as possible. The new system is working well but I wanted to outline the procedures here as a reminder.

A summary of the changes made were:

- If a student is more than 5 minutes late to form time or a lesson without a valid reason, the teacher will issue an L2 and the student will be asked to attend a 40-minute afterschool detention.
- To support students in knowing when all lessons start, a warning bell now sounds five minutes before the cut off for an L2.
- If a student arrives at the academy after 9.00am, they must report to the attendance team. The attendance team will assess whether the student has a valid reason for being late. Students with a valid reason will be given a note to take to their lesson. Students without a valid reason will be asked to go to Reflection for that day.
- If a student truants form time or a lesson, they will be asked to go to Reflection for that day.

If your child is late to school with good reason, please either write us a note for them to hand to the attendance team or contact the attendance team so that we are aware. Please also ensure the attendance team are alerted if your child will be absent.

Mobile phone use in school

A reminder that we do not permit students to use mobile phones during the school day. Like many schools, we have an 'off and away' policy. This policy means that if a student uses their mobile phone during the school day, their phone will be confiscated and returned to them after a forty-minute detention at the end of the day. We do understand that some students travel a large distance so need to bring a phone to school, but to prevent distractions these need to be switched off and safely kept in their bag.

If students are attending Reflection, they will be asked to hand their phone in and will be able to collect it at the end of the day.

Protests

We were saddened to see a number of schools experiencing significant and dangerous disruption over the last month. This disruption stemmed from a TikTok 'trend' for unstructured student protests, which in many cases were fuelled by misinformation on local social media sites, and in some cases adults in the community.

We were pleased that our students did not follow this latest 'trend' and instead continue to use our student voice structure to feedback their views on issues concerning them. These methods include:

- Online, through 'My Student Voice'. This will be anonymous, but is read by one of our designated safeguarding leads, who will act through informing relevant staff in the academy, or seeking further information on the issue through student forum meetings. *Please note that this should not be used to report urgent safety concerns, which should be reported directly to a member of staff at the Academy.*
- Through their form group student forum representative. Their form representative will then take any points to the formal student forum.
- Speaking with their form tutor or any member of staff in the Academy.

I would also like to thank parents for your support in continuing to contact us through the normal channels in order to raise queries or concerns.

As always, thank you for your ongoing support through what has been a busy and exciting term. I look forward to writing to you again after the Easter holiday.

Yours faithfully

A handwritten signature in grey ink that reads "H Seath". The signature is written in a cursive, flowing style.

Miss H Seath

Vice Principal