



Wednesday 9 September 2020

Dear Parents

Vice Principal's Introduction

I am writing to introduce myself as the new Vice Principal at Caister Academy.

Having spent my career serving students in schools along the East coast, I am excited to be joining the Caister community; working with staff across the academy to improve opportunities for our young people, celebrate their success and ensure they are ready for life beyond school.

As we welcome back students throughout this week, I would like to update you with some key policies you should have awareness of.

Go4Schools (from Mr Read, Assistant Principal for Assessment & Curriculum)

You will be aware that the academy has recently streamlined its data systems and academy home communication by moving to Go4Schools. This is rapidly developing and you will need access to Go4Schools to receive important information about your child, so please follow the steps on the enclosed guidance to access the system. If you would like support with this, please contact Miss Smith, Data Administrator, at julie.smith@caisteracademy.org.uk who will be happy to assist.

Rewards Guidance

Caister students are regularly achieving success, whether in the classroom, through creativity or performance, or in the community. To promote their continued engagement in the life of the school, it is important that we recognise their efforts, achievements and contributions. Our rewards guidance, which will be implemented this year, can be viewed here

<https://www.caisteracademy.org.uk/wp-content/uploads/2020/09/Rewards-Guidance-Sept-20.pdf>.

As I get to know students I will be seeking their feedback on how we can further develop this guidance, including incorporating the types of trips and experiences that will provide additional motivation to those aiming to exceed our high standards.

Behaviour for Learning Guidance

As an academy we pride ourselves on quality first teaching, so we do not expect negative behaviour. However, to maintain a safe and positive learning environment for all, it is important that any behaviour falling short of our standards is swiftly resolved in a consistent manner.

Mrs Preston, Assistant Principal for Behaviour & Inclusion, has been working with pastoral leaders to develop our behaviour for learning guidance. To view the latest copy please use the following link <https://www.caisteracademy.org.uk/wp-content/uploads/2020/09/Behaviour-Guidance-Sept-20.pdf>.

The key changes we would like to draw your attention to are:

- A focus on pre-emptive strategies, to create a positive learning environment with clear and consistent expectations.
- A simplified in class consequence system, which will allow staff to swiftly resolve any disruption to lessons, maintaining excellent learning conditions.
- The inclusion of reflection and restorative work, alongside any sanction.
- The stipulation that there must be engagement in the restorative process and successful completion of the appropriate sanction, prior to returning to lessons. This means that if a student does not attend their same day after-school detention, they will be educated out of normal lessons until they have done so.

Both the rewards and behaviour for learning guidance can also be found on the academy website. These will be kept updated and students informed as we develop them over the term ahead.

Uniform and equipment (calculators)

I have been impressed with the conscientiousness and pride with which our returning students are wearing their uniform. As the term progresses we will seek to maintain these standards. Though the uniform requirements remain unchanged from previous years, please be aware that we will no longer accept non-medical notes for incorrect uniform, instead asking students to address the inconsistency before returning to lessons as normal.

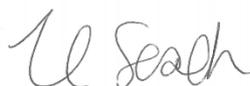
Thank you for ensuring your child is arriving at school this week with the equipment specified in Mr Driver's previous letter. This list is also now available on the website. If you have been waiting to purchase a calculator directly from the academy, these are now available through Parent Pay. Please ensure your child has this final item of equipment by the end of next week.

Purple pens are also now available through Parent Pay. When using this portal to purchase items, they will be brought to your child's form by a member of the finance team. For support with Parent Pay please contact Miss Starkey, Finance Officer, at sian.starkey@caisteracademy.org.uk.

Thank you

It has been fantastic to see students returning to school over the last two days, and impressive to see them adapt so quickly and positively to the guidelines we have implemented to keep them and staff safe. Thank you for your part in this, and continuing to support the academy through the inevitable changes ahead. I am delighted to have joined this community and look forward to working with you to provide an outstanding education for our young people.

Yours faithfully



Helen Seath
Vice Principal

Enclosed:

- Go4Schools Parental Guidance

Go4Schools Parental Guidance

Registering

Parents can now register for our new parental engagement system, Go4Schools.

It is essential that you complete registration to this system to enable you to see your child's timetable, homework, attendance, behaviour and attainment information.

In order to complete registration, please follow the steps below:

1. Visit the Go4Schools homepage at www.go4schools.com
2. Navigate to the parent login site
Alternatively **(CTRL+CLICK the icon on the right)**
3. Click 'First-time User?'
4. Enter your email address (the one the school use as your contact) and click 'New password'
5. You will receive an email with a password reset link for you to complete the registration process.



Mobile App

Once you've registered, you have the option to download the app from either the Android or IOS store. We strongly recommend you do this.

Links to the app can be found here (CTRL+CLICK):



Troubleshooting

I entered my email address, but I didn't receive an email to reset my password.

1. Try checking your junk box in your emails to ensure the link isn't there.
2. Re-enter your password checking that it is spelt correctly.
3. Contact the school to check that we hold your most up-to-date email contact details.

My child is in Year 7 and I haven't given the school my contact email address yet.

1. Contact the school to provide us with your contact email address. Wait two days, then follow the steps to register.