

7<sup>th</sup> September 2017

Dear parents/carers,

### Ref: Conduct cards

As we welcome students to the College for the start of the new academic year, please be aware that we have made some changes to the way we aim to help students take responsibility for their uniform and general conduct.

All students in Years 7 to 11 have been issued with a '**Conduct Card**' for Term 1 which fits into the top 'logo' pocket of their blazer (or inside top pocket if they don't have an outside one) and must be carried at all times. At home, please ensure the card is removed when the blazer is washed, and please support your son/daughter to be organised so that they have their card **in school every day**.

Printed on the card is an abbreviated list of our basic expectations, to act as a reminder for students (please see below). There are also boxes, which may be signed by Uplands staff if any expectation is not met outside of lessons. The aim is to get to the end of term with no signatures at all. This will demonstrate a commitment to being ready, respectful and responsible, in line with the Uplands behaviour policy, and we recognise that for most of our students this will not be a problem.

Form tutors will check Conduct Cards daily. Whilst staff will take every opportunity to recognise and praise those students who manage to keep a clean sheet, those who do not will be required to attend a lunch time detention with their Head of Year if they receive two signatures in any week. Students will be made aware that their conduct is a choice. If they make good choices, their card will never need to be requested.

If a student refuses to show their card when they are asked to, they will be required to attend a one hour after school detention with a member of the Senior Leadership Team, for which you will be informed.

Tutors have spent time communicating our expectations in detail, but a summarised list is below. It would be helpful if you could reiterate these with your son/daughter at home, as part of our home – school partnership. Students in Years 8 to 11 should be aware that these are the same basic expectations we have had in previous years:

- **Uniform** should be worn correctly and with pride, in accordance with the Uplands uniform policy;
- **Mobile phones and headphones** may only be used before school and at break and lunch times, although we will encourage students to practise the art of conversation! Electronic equipment must be off and in bags at all other times during the school day, especially between lessons, unless a teacher has given specific permission to use it;

- **Language** should be polite, kind and compassionate. We won't tolerate rude, offensive or derogatory remarks and swearing is unacceptable, even if said casually;
- **Litter** should be placed in the nearest bin or taken home to reuse or recycle wherever possible and students should take collective responsibility to remind their peers to do the same;
- **Food/drink** should enable students to be ready to learn. Fizzy/energy drinks and large amounts of sweets must not be brought onto the College site and will be confiscated and disposed of;
- **Out of lessons** – students are encouraged to plan to only use the toilets outside of lesson time. If they have permission to be in the corridor, a pass from their teacher must be shown;
- **Inappropriate behaviour at break/lunch** – Students must behave safely and sensibly and should not engage in 'horseplay' or antisocial behaviour, especially when it is likely to cause injury, damage or upset to others.

We would be really grateful for you to reiterate the message at home that if your son/daughter's Conduct Card needs to be signed, it will only be because of a poor choice they have made.

There are clear links between good behaviour and academic success. Uplands is a happy school and part of that happiness is rooted in students feeling safe, content and knowing what the boundaries are.

If you have any questions, please contact your son/daughter's Head of Year:

- Year 7 Mr James [r.james@uplandsc.com](mailto:r.james@uplandsc.com)
- Year 8 Mrs Jenkins and Mrs Gautier [c.jenkins@uplandsc.com](mailto:c.jenkins@uplandsc.com)  
[t.gautier@uplandsc.com](mailto:t.gautier@uplandsc.com)
- Year 9 Ms Vallejo and Mrs Upstone [l.vallejo@uplandsc.com](mailto:l.vallejo@uplandsc.com)  
[j.upstone@uplandsc.com](mailto:j.upstone@uplandsc.com)
- Year 10 Miss Broom [e.broom@uplandsc.com](mailto:e.broom@uplandsc.com)
- Year 11 Mr Dwyer [s.dwyer@uplandsc.com](mailto:s.dwyer@uplandsc.com)

Many thanks for your continued support.

Yours faithfully,

Mrs C. Sargeant  
Assistant Head – Personal Development, Behaviour and Welfare



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