



My Day & Attendance

Starting the day

- Tutorial begins at 8.25am each morning
- Students are welcomed by their form tutor
- Time includes supervised reading to support literacy
- Key messages, tutor activities, House events and 'Dream Big' sessions
- One whole-year assembly each week

The role of the form tutor

- Daily registration and a consistent first point of contact
- Uniform and equipment checks each morning
- Praise and encouragement, including monitoring positive 'streaks'
- Support for any worries or concerns
- Liaison with the wider Year Team
- Promotion of character values and extracurricular opportunities

Attendance and punctuality

- We encourage 100% attendance wherever possible
- Students should arrive on time for tutorial and all lessons
- Attendance is monitored daily by form tutors
- Excellent attendance and punctuality are recognised and rewarded
- We support students in developing strong, lifelong habits

Equipment and organisation

Being prepared is essential so that learning can start without delay

Students should bring:

- School bag
- Clear pencil case
- Reading book
- Black or blue pens
- Purple pen
- Pencils, ruler and rubber
- Whiteboard pen
- Yondr pouch (for phones and electronic devices)

Form tutors check equipment daily

Parents and carers are asked to support students in being organised each morning