
Accepted by: Board of Directors

Leadership Team Lead Reviewer: Assistant Head Teacher (Student Support)

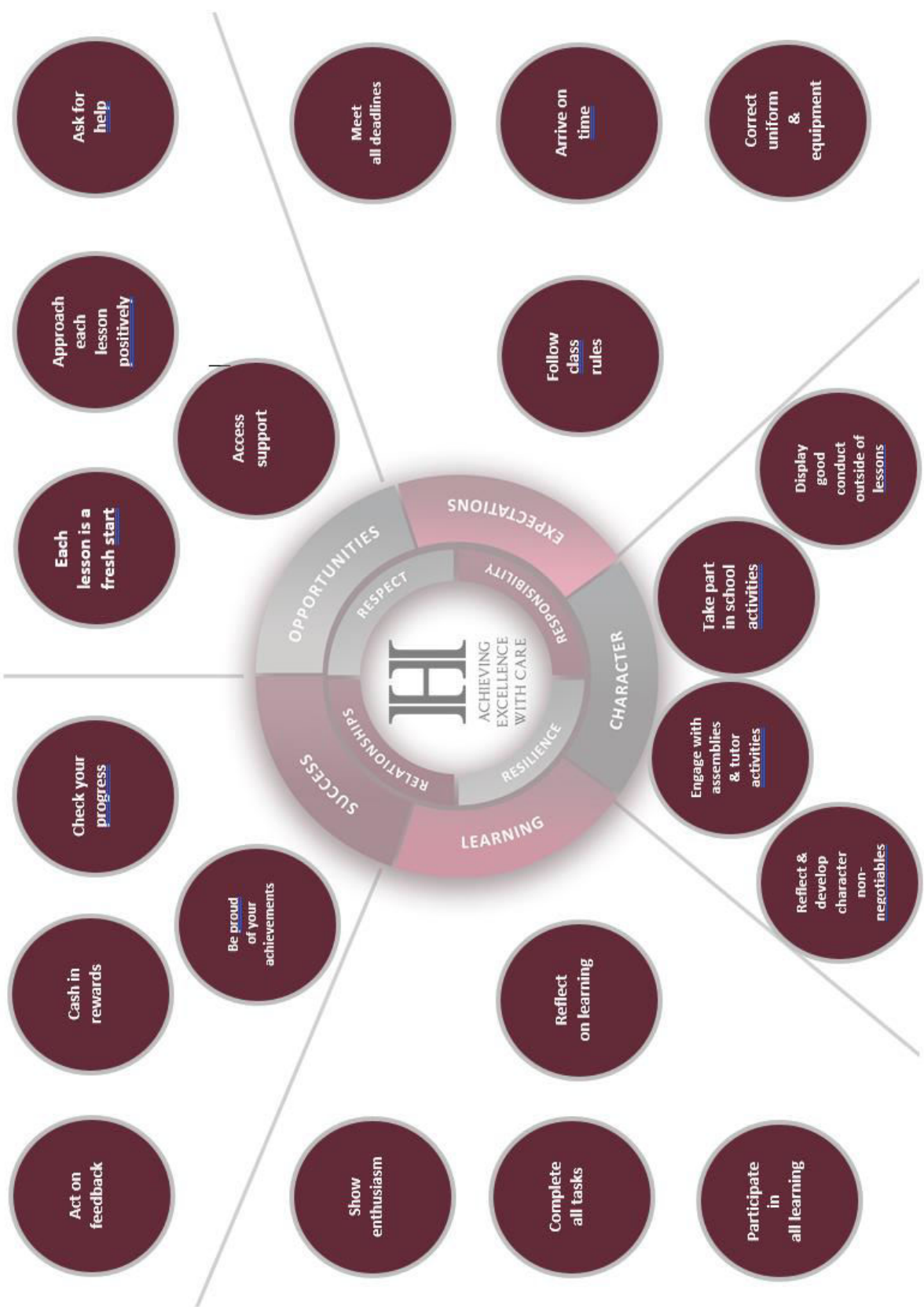
Review Cycle: 1 Years

Last reviewed: May 2021

Date for next review: September 2022

Hurworth School Values Charter







Your Responsibilities

You are representing the school when wearing your school uniform – it is your responsibility to represent the school in a positive manner

Uniform and Equipment

We believe that dress and presentation help to create good personal standards among you, and parents/carers are requested to give their full support to the school in adhering to the range of clothing recommended. **Whilst the school is in a period of winter uniform, shirts must be tucked in at all times and school jumpers must be worn.**

Items and colours of clothing are as follows: -

- Trousers must be plain black, standard fit and not be made from denim, corduroy, leather, Leggings, jeggings, black jeans or $\frac{3}{4}$ trousers are not permitted. All pupils should be in trousers as skirts have been removed from the permitted uniform.
- Plain white shirt not a T-shirt or blouse – this is only worn whilst in Winter uniform
- School tie, this must cover the top shirt button (ties other than school ties are not to be worn) – this is only worn whilst in Winter uniform
- Maroon Summer Polo Shirt – this is only worn whilst in Summer uniform
- V-necked sweater with school logo
- Black shoes with heels no higher than 4cm. Trainers and plimsoll shoes are not acceptable and neither are leisure boots such as Rockport, Doc Martins and Ugg boots. Plain black low heeled boots (Chelsea boot style) may be worn. Shoes must be plain black and not have stripes or logos of any kind visible. Shoes cannot have coloured or metal buckles or decoration on them.
- Jewellery - only one small stud per ear lobe and in no other part of the ear, and one watch. No other jewellery or body piercing is permitted.
- No jewellery is to be worn during PE lessons, this includes recently pierced ears (it is not acceptable to cover them with plasters). We advise for piercings to take place at the start of the 6 weeks' holiday to allow healing to take place.
- No coloured or fake nails are permitted. Nails should be of a reasonable length
- Make up must be kept to an absolute bare minimum and must be natural looking.
- False eyelashes are not permitted
- Coats should be an appropriate outdoor coat - no sweatshirts, hooded tops, cardigans, tracksuit tops or coats made of denim
- Hair styles /eyebrows must not have any lines, patterns or symbols showing and extreme hair dyes (hair must be of a natural colour)/multi coloured hair is not acceptable for any pupil
- A school bag large enough to carry an A4 file must be carried every day
- Students must attend school with the necessary school equipment on each and every school day – pen, pencil, rubber, calculator, practical equipment where necessary e.g. PE kit, Food Technology ingredients etc

The decision when pupils will transfer from winter to summer uniform will be taken by the Head of School and will be communicated to Parents/Carers via letter. There will be a minimum of 2 weeks' notice given prior to uniform change.

PE kit

- Maroon sports top with school logo
- Black shorts or black leggings with school logo (*please note that leggings other than the school ones are not acceptable*)
- Maroon socks
- Black fleece (optional)
- Black waterproof top (optional)
- Trainers
- Football boots – football and rugby lessons only

Mobile phones

- Mobile phones are not permitted during the school day – it is your responsibility to hand them in during registration and they will then be stored securely during the day before being returned to you at 3.25
- If you are caught with your phone during the day, it will be confiscated from you and will need to be collected by your parents/carers; you will receive an after school detention as a sanction for a first offence.
- Subsequent offences would result in an Internal exclusion.

Breaks and Lunchtimes

Yard and Field Conduct

- It is your responsibility to ensure you are following the instructions of staff at all times
- At the end of breaks and lunchtimes will be signalled by a whistle – as soon as you hear this you need to move back into the building via the student entrance
- All students must stay in their designated areas – the back of the PAC/Gym area is out of bounds at all times as are the car park areas
- You should not be in classrooms or congregate in the corridors during unstructured times
- In poor weather it is permissible to stay indoors in your designated area that is staffed by a member of staff
- No close personal contact between students who are in a relationship
- Footballs can be used on the yard and field areas
- No play fighting

Litter

- It is your responsibility to keep the school tidy and free from litter. All litter must be placed into the bins provided

Canteen Conduct (for Years 9 and 10 these rules also apply to the Main Hall which is your designated indoor space at lunchtime)

- It is your responsibility to stand sensibly in the queue in single ensuring you are following the instructions of the staff
- Whilst the covid restrictions are in place all students can choose to take their food outside; all drinks must have a lid on them to be taken out – no food or drink should be consumed in corridors
- If you are staying in the canteen/hall you must sit at a table – no standing and eating
- Tables must be completely cleared when you are ready to leave. Any spillages must be cleaned up – alert a member of staff if something has been spilled
- Seats must not be taken from one table and moved to another
- Seat must be put under tables at the end of the meal

'Rules of Lending'

- It yours and your parents/carers responsibility to keep your dinner money topped up or to seek support if you have concerns regarding your dinner money.
- If you are entitled to Free School Meals, the daily limit is £2.30. Students occasionally go over this limit and arrangements should be made to clear any outstanding balances.
- If you owe more than £4 the following rules apply:
 - ✓ At lunchtime, you will be able to have a sandwich or a small pasta pot but no 'luxuries' such as bottled drinks, biscuits etc are allowed. There is always free filtered water available for you to top up your water bottle
 - ✓ You will not be able to borrow more money
 - ✓ ***The same £4.00 limit applies to students on Free School Meals***

Consumption of Fizzy/Energy Drinks

- All energy drinks and fizzy drinks are prohibited from consumption within school
- Only water may be consumed during lessons and water bottles can be topped up in the canteen at breaks and lunchtimes

Smoking/Vaping

- Smoking/vaping are banned in all areas of school; if you are caught smoking/vaping or are present in an area where these things are taking place then you will be sanctioned
- Any materials you are caught with will be confiscated and will need to be collected by a parent/carer

Fidgets and Popper Toys

- Fidget and Popper toys are banned in school; if you are caught with any of these toys they will be confiscated and will need to be collected by a parent/carer
- There are pupils that require fidgets as part of their needs and in this case certain fidgets will be accepted. A list of the pupils will be given to members of staff



Your Relationships

Democracy – everyone has a voice and a right to learn

Lessons

To encourage positive student teacher relationships and learning to take place, it is important whilst you are in lessons you follow the **classroom expectations** at all times:

- Students **must** always follow the instructions of any adults in charge
- Students **must** stand behind chairs in silence at the start of lessons
- Students **must** get out all equipment (including their planner and water bottle) in silence at the start of the lesson
- Students **must** write all ILT in their planners at the start of a lesson. All year groups will use the term 'ILTs'
- You will **NOT** be allowed to go to the toilet in lessons (unless you have a toilet pass)
- Students **must not** leave the room without permission Added this is as it was mentioned at LT on Monday – suggest you go back to corridor passes in September and could then add that in that you must have one
- Bags **must** be placed on the floor, and coats must be placed on the back of students chairs
- Students **must** sit in their allocated seats
- When students are completing individual work they should be working in silence; students should raise their hands and wait before asking or answering
- Students **must not** engage in any conversation that does not centre around subject content
- Students **must not** answer back e.g.
Staff "Get on with your work", Student "I am"
or Staff "Stop talking", student "I wasn't".
- Students **must** adhere to hygiene regulations
- Students **must** be stood behind chairs at the end of each lesson

At the end of each lesson in addition to a uniform check all classrooms will be checked to ensure they are tidy and all equipment has been returned to the correct places.

Tolerance of those of different faiths and beliefs – we celebrate difference

Positive Relationships

- Peer on peer abuse whether physical or verbal is not acceptable at Hurworth School

- We encourage positive relationships and expect pupils to show respect to one another at all times. It is not acceptable to touch someone without the other person's consent
- We expect the whole school community to be welcomed positively no matter what their faith or beliefs
- We celebrate our differences as individuals no matter the person's race, culture, gender or sexuality
- If any student was to discriminate or show any form of peer-on-peer abuse this would be taken very seriously and sanctioned appropriately



Show Respect

Transport

- Think about the safety of all people – you, other students and members of the public. Once you get to school walk to the student entrance behind the fences rather than across the yard
- Respect all property – your property, the belongings of other students and those belonging to members of the public
- Be polite and show respect to others – (saying hello, please and thank you) There should not be any unacceptable language or swearing used at any point
- You must conduct yourself sensibly and enter and leave by the student entrance; whilst the covid 'bubbles' are in place you must make sure that you enter and leave via the correct door for your year group

Students walking to school

- Showing respect to other students, staff and members of the public at all times

Students being dropped off at school and picked up

- You must be dropped off and picked up outside of school unless your parents/carers have a parking pass for the school grounds; these are only issued in specific circumstances.

Students in taxis

- You must respect the driver and follow all safety instructions from the driver; whilst the covid restrictions are in place you should wear a face covering in your taxi at all times unless you are exempt
- Be considerate of the driver and your fellow passengers; remember that the taxi is the driver's workplace
- As soon as you arrive on the yard exit the taxi sensibly and move off the yard behind the fences until it is time for you to go into school

Students on buses (school or public transport)

- Walk sensibly to/from your bus stop ensuring you show respect to other students, staff and members of the public at all times
- Stand at your stop while you are waiting for the bus and do not obstruct the pavement or people going about their day
- Enter the bus one at a time, sit down and follow all safety rules; including wearing a seat belt on school buses
- You must treat the driver with respect at all times and follow all safety instructions from the driver; whilst the covid restrictions are in place you should wear a face covering on your bus at all times unless you are exempt and you must remain in the seat you have been allocated on the seating plan
- Bus passes must be carried and shown to the driver – school staff will also carry out daily checks if you are travelling on a school bus
- If you require a temporary bus pass then whilst the covid restrictions are in place let your form tutor know and they will email the Main Office who will bring you a temporary pass
- Stay seated until the bus stops and exit one at a time at the end of your journey

Before (until 8.45) and after school (3.25)

- In good weather you must stay outside until you are given permission to enter by the staff on duty from 8.45 or the bell rings; you should go straight to your form room and must be there by the time registration starts. While doing this you must ensure you are treating members of staff and peers with respect at all times
- In poor weather you will be permitted to go straight into the building following the other rules of the Charter
- At 3.25 you need to leave the premises or access your taxi/bus home on the yard sensibly; make sure you follow all of the instructions from the staff on duty at the end of the day

Mutual respect – our community welcomes everyone

Moving around the building

It is very important that when moving around the building you are respecting the school premises, property and are showing the up most respect to members of staff and your peers.

- When walking about the school students remain on the left hand side of corridors
- No pushing or shoving in the corridors, between lessons if there is a potential crush stand still and wait for a member of staff to clear a space
- Never run in the corridor
- Do not make loud noises and shout in corridors other lessons maybe going on around you
- Please try to keep the doors open for the next person behind you in the corridor
- Let visitors and members of staff through the door ahead of you
- Be polite – saying hello, please and thank you. There should not be any unacceptable language or swearing used at any point while in school

Ball Games

It is important that we respect our school, therefore;

- The hard surface at the back of the MFL corridor and the area behind 32, 37, 31 and 30 are ball game free zones. No ball games are allowed in these areas
- No ball games near windows or the school building
- Balls must be carried in the school building
- Respect the members of staff property such as cars – balls should not be hitting these
- If a member of staff stops play for any reason respect the member of staff at all times

If any of the above are broken members of staff have the right to take the ball which will be placed in the office for the remainder of the day. If they are continually broken, then balls may be banned from school.

The rule of law – adults at our school are working hard for our safety and welfare; we respect them

Inside Lessons

- Make sure you are polite and follow the instructions of staff at all times
- Ensure you are following the classroom expectations at all time (these are shown in the Relationships section of the charter)
- Respect your peers at all times (there is more information in Positive relationships section of the charter)

Breaks and Lunchtimes

- Make sure you are polite and follow the instructions of staff at all times
- All duty staff will be wearing high visibility jackets so you can easily find a member of staff should you need them
- Respect your peers at all times (there is more information in Positive Relationships section of the charter)

Canteen Conduct

- Stand sensibly in the queue in single ensuring you are following the instructions of the staff
- All students must use good manners when ordering and receiving food
- School property should always be respected - tables must be completely cleared when you are ready to leave. Seat must be put under tables at the end of the meal.

You should ensure that you are polite and courteous to all members of staff at all times. Members of staff include: teaching and non-teaching staff, admin staff who work in the office and the canteen/caretakers or cleaning staff.



Develop your Resilience

Individual liberty – we have a variety of activities here and everyone is welcome to take part

Resilience is the ability to bounce back from adversity. It is a necessary skill for coping with life's inevitable obstacles and learning to bounce back and to bounce forward is one of the key ingredients to success. There are lots of times in our lives where we may need to use skills of resilience: physical illness, change of school, transitioning from primary school and secondary school or to Post-16 education, change in family make up (divorce, break up), change of friendship group, conflict with peers and conflict with family. Resilient people are comfortable in talking about and expressing a range of emotions.

At Hurworth we believe it is important to give you the opportunity to develop your resiliency skills.

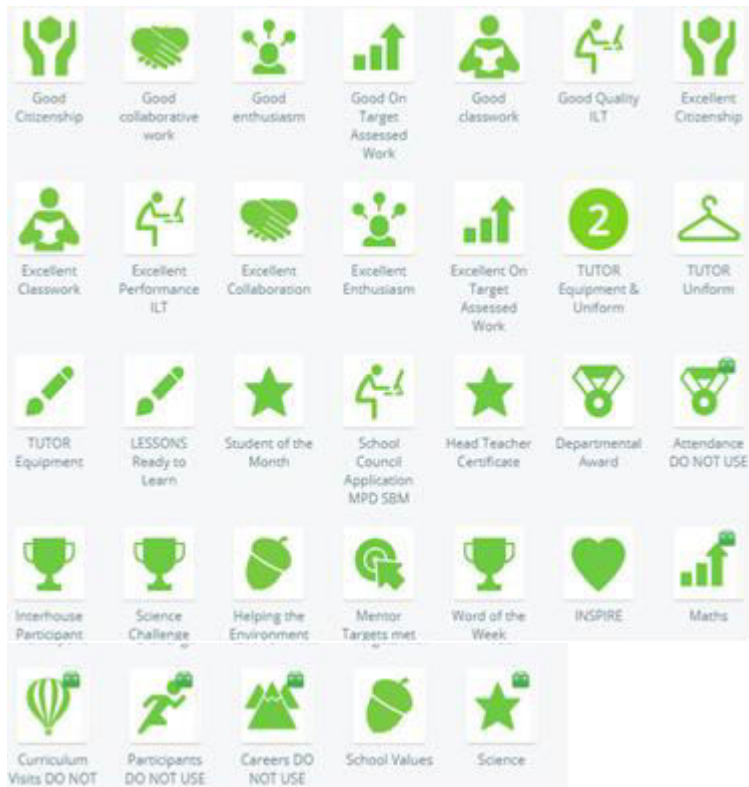
How can you develop your resilience?

- Learn about maintaining relationships, managing risk, making healthy choices, being confident in your identity, how to support diversity and engage in the wider world in your PSHE and SMSC lessons.
- Attend your weekly assemblies with your tutor group and listen to the messages being delivered - ***details of these are on the resilience support and information pages in your planner***
- Practise teamwork and communication skills in your lessons.
- Be honest and value honesty in others.
- Listen to the views of others and learn how to respond when you disagree with others.
- Treat others with kindness and show respect to the people and things around you.
- Behave with courtesy and good manners.
- Work towards long term goals and persevere when things are difficult.
- Volunteer your time to support others e.g. through peer mentoring.
- Take part in extra-curricular activities where they are offered.
- Be generous with your time and work for positive change in your community e.g., volunteering for local projects or completing the NCS programme.
- Listen to feedback and take on board constructive comments.
- Be courageous; put yourself forward for a range of activities and opportunities.
- Know who you can rely upon for support and ask for help when you need it.
- Celebrate your hard work and achievements and share your successes.

Rewards and Sanctions

- You can receive rewards and sanctions both in and out of lesson time

- The rewards and sanctions you receive are recorded on ClassCharts – **details of these are on the ClassCharts information pages in your planner**
- We use ClassCharts to monitor behaviour trends. Academic and personal development is a journey, we use the analysis of ClassCharts data to reflect on opportunities and support students bouncing back from difficulties.
- Within the classroom students will have many opportunities to be rewarded for a range of positive behaviours such as:



- In unstructured time and as students move to and from school, as well as around the school building there are also opportunities for students to demonstrate positive behaviours and of course be rewarded.
- Alternate weeks will reward the top reward scoring students and most improved students in each form receive a chocolate bar and the 'best' form get the form prize box.
- Weekly activity during morning registration to monitor ClassCharts so students and form tutors aware of any difficulties as they arise. Students record this in the reward planner pages and therefore can and should discuss this at home.
- At the end of each half term the numbers of green clicks correlate with the reward issued; access to events e.g. non uniform day, electronic postcards, physical postcards, amazon gift vouchers etc.
- HOY/mentor will offer additional support if further strategies are needed to encourage resilience.
- Challenge will be offered within curriculum areas but also in terms of student's personal development and allow opportunities to develop further social and emotional resilience through leadership opportunities such as prefects, school council etc.

- Range of internal and external support services which students can ask SS team to make referrals.