



DEAN TRUST Wigan

Chief Executive: Mr Tarun Kapur CBE
Headteacher: Mr Paul Bousfield

15th November 2019

Dear Parent/ Carer

The Dean Trust prides itself on achieving excellence in its schools with a culture of respect and tradition at its core. At Dean Trust Wigan we value these principles and strive to uphold them in our school.

In recent weeks we have been reviewing current standards and practises with a view to continuing on our journey of school improvement.

With this in mind I would like to take this opportunity to remind you of our current standards and to introduce you to some new ones. These will be in place from Monday 18th November 2019 and apply to all pupils.

Our three school rules are 'Be Ready, Be Respectful and Be safe'. These rules apply both inside the classroom and out of it. All of the standards below relate to these three rules. The pupils are clear about the rules and all are able to follow them. Should they choose not to follow any of our rules then they can expect to receive a sanction. Pupils who do follow rules and engage in the wider life of the school are rewarded both in lesson time and during assembly each week.

Entrance to school

- Entry into school is via the external green gates. Pupils must then make their way to the side atrium doors near the Arts Theatre / A2 classroom. Pupils will be met by senior staff, who will ensure they are ready for the school day.

Uniform

- Uniform standards are available to view on the website. Pupils must come to school each day with the correct uniform.
- Trainers are not permitted and pupils wearing them will not be able to attend lessons until the situation is rectified. (If this is a problem then you should contact school **in advance** so that we can try to help. Please do not send your son/ daughter to school with incorrect footwear without speaking to a member of staff first.
- Every pupil needs a school bag and a fully equipped pencil case. Items can be bought from the school shop **prior** to the start of the school day.
- No piercings are permitted. This includes clear plastic studs. Anyone arriving at school with piercings will be required to hand the jewellery over to staff where it will be placed in an envelope for collection at the end of the day.
- Outdoor coats must be removed once in the building. Any coat that is not black or navy must be placed in a locker or bag.

Believe Achieve Succeed

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Mobile phones

- Mobile phones / headphones must be switched off and out of sight. Any pupil seen with a phone or with headphones will have them confiscated until the end of the school day. Any pupil who is persistently seen with their phone out in school will have to hand it in at the beginning of each day.
- If a parent/ carer needs to contact their child during the school day this must be done via the school reception.

Food and drink

- Only water and still drinks are allowed in school. Carbonated or energy drinks are not allowed. These drinks contain high amounts of sugar and caffeine which can impact on a pupils' ability to concentrate in lessons.

The rules mentioned above are in place to ensure nothing distracts the pupils from the reason they are in school. Our pupils need support in focusing more on their work in lessons. We are confident as parents/carers that you will want to support the school in helping all pupils achieve their academic potential.

Yours faithfully

Mrs Herron
Deputy Headteacher.

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Entry into school/corridor conduct	Uniform	Attendance/punctuality	Hair/ jewellery	Mobile phones/ Electronic devices	Equipment / food
<p>The only entry into school is through the external gates, then through the side atrium doors near the Arts Theatre / A2 Classroom where a standards check will take place.</p> <p>Pupils must behave in a safe and respectful manner.</p> <p>Pupils must walk at all times along the left-hand side of the corridor.</p> <p>No food should be consumed in a teaching corridor. No access to teaching corridors during break and lunch times.</p>	<p>Footwear should be plain black business style shoes with leather uppers. Trainers, boots, canvas shoes are not permitted. Large bows and coloured logos are not permitted.</p> <p>Outdoor coats (only black or navy) must be removed when inside the school building. Blazer and school tie should be worn at all times and shirts must be tucked in. School skirts must be knee length. Trousers must be tailored (no jeans, skinny leg, leggings etc).</p> <p>School PE kit must be worn for every PE lesson, even when injured or ill.</p>	<p><u>Aim for attendance of at least 97%</u></p> <p>Holidays taken during term time will not be authorised and may incur a fixed penalty notice.</p> <p>Pupils need to be inside form rooms before the 8:30am bell ready for form time.</p> <p>Pupils should be on time to all lessons.</p>	<p>Extreme haircuts for example a shaved number one and hair colouring which is stark in contrast to natural tones <u>are not acceptable.</u></p> <p>Full head shave; minimum number three on top and number two on the sides only.</p> <p>No facial hair.</p> <p>Hair accessories must be in the school colours and only small in size. Items with glitter, flowers, slogans etc. are <u>not acceptable.</u></p> <p>Subtle make up only. No false lashes or acrylic/painted nails.</p> <p>Pupils are <u>not</u> to wear jewellery of any kind other than a standard watch. No piercings of any kind. Any jewellery will be placed in an envelope on entry into school.</p>	<p>Mobile phones are not to be seen or used on the <u>school premises</u> including inside the building, before and after school. This also includes any other electrical device or headphones.</p> <p>In an emergency parent and carers can contact the school directly.</p>	<p><u>Essentials</u></p> <p>School bag</p> <ul style="list-style-type: none"> *Black pen *Green pen *Pencil *Rubber *Ruler *Pencil case <p>*These can be bought from the school shop each morning for just ten pence per item.</p> <p><u>Food</u></p> <p>Fizzy drinks and isotonic/ energy drinks are not allowed in school. No family / sharing size bags of crisps. No sweets or chewing gum. <u>These will be confiscated if found in school.</u></p>

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