



September 2021

Dear Parent/Carer

It has been wonderful this week to welcome our students back to school after the summer break and to see all our new students settling so well. We have loved meeting all our new Year 7 children and starting to get to know them. We have particularly enjoyed conversations about the book we asked them to read over the summer: 'Wonder', as well as the summer school that many of them (and our Year 8 students) attended.

We are writing to share some important information (and some reminders for parents/carers who have been with us for a while!) that will hopefully be useful in supporting your child's progress.

### **Timetables**

Your child has now been issued with a copy of their timetable and has been asked to keep this safe and to hand (perhaps in their blazer pocket) for easy reference whilst they become familiar with it. Many students have already put these in a wallet or folder to keep them in good condition. If your child loses this copy, they may ask for a replacement at the office, but we would encourage them to look after it until they know it by heart!

### **Equipment**

As we reminded parents/carers in the previous newsletter (and the new starter packs/transition area of the website for Year 7), students must bring their own bag (that should fit an A4 folder) and pencil case which should include a minimum of: pen, pencil, ruler and rubber. Students should also bring a basic geometry/maths set including protractor, ruler, compass and set square. A scientific calculator is also required (e.g., Casio FX-85GTX GCSE).

### **Uniform**

The standards of uniform have been excellent this week and students are being congratulated for this in school. Thank you to parents/carers for ensuring that students are appropriately dressed for school. Just a brief reminder that nose piercings are not permitted and hair colour should be a natural shade. Trainers are not allowed other than for PE lessons.

### **Key contacts**

Our reception team can answer most queries about school and can be contacted on [admin@harrogatehighschool.co.uk](mailto:admin@harrogatehighschool.co.uk). They will put parents/carers in touch with the relevant staff member as necessary. For any concerns or to chat about more specifics to do with your child, the form tutor is the first point of contact, as they see your child daily. They can be contacted via the admin. email address above or by telephoning school to arrange a conversation. Each year group also has a Student Support Officer (SSO) who can be contacted if you have pastoral issues you wish to discuss. The SSOs for each year group are:





Year 7: Mr Matthews  
Year 8: Miss Chattaway  
Year 9: Miss Smith  
Year 10: Mrs McWilliams  
Year 11: Miss Pattinson

If you wish to discuss your child's overall academic progress and achievement, you can contact either Miss Norman (Key Stage 4 Achievement Lead, Years 10 & 11) or Miss K Wilson (KS3 Achievement Lead, Years 7-9), or, if you wish to discuss a particular subject, Heads of Department or subject teachers can also be contacted via the admin. email above.

If your child is unable to attend school due to illness, please call us before 8.00am on their first day of absence (01423 548800, ext. 259/01423 554087) or email the Attendance team on [attendance-department@harrogatehighschool.co.uk](mailto:attendance-department@harrogatehighschool.co.uk).

If your child needs support with their login for school systems or their school email account, they can see one of our IT technician team in school, or they/you can contact [help@harrogatehighschool.co.uk](mailto:help@harrogatehighschool.co.uk).

### **Catering**

New students have been issued with a PIN for their catering account and are now using these when buying food/drink in school. Existing students are using the same PIN as last year. We have not reintroduced use of a fingerprint for catering payment as we are still trying to reduce the transmission of COVID-19. Parents/carers are reminded to check their child's balance on ParentPay regularly and ensure that accounts are topped-up as necessary to avoid delays at the tills (this is not necessary for students in receipt of Free School Meals unless you wish them to purchase more than a meal of the day each day). We are still asking students not to bring in cash to top up their catering accounts. If you have any problems with accessing your ParentPay account or topping it up, please let us know via [admin@harrogatehighschool.co.uk](mailto:admin@harrogatehighschool.co.uk). Queuing time is improving as our younger students get used to new routines, although breaktimes are currently particularly busy, so you may wish to send your child with a breaktime snack.

### **Water bottles**

Students are encouraged to bring refillable water bottles to school, and these can be topped up before school or at social times at the water fountains around the site.

### **ClassCharts**

Student praise credits and sanctions are recorded on ClassCharts. It is important for parents/carers to log into ClassCharts to stay informed of their child's praise credits and any issues throughout the day with behaviour. We also set homework on ClassCharts. Students have a ClassCharts login, and we encourage them to download the app and check ClassCharts after school each day to monitor their credits, homework, etc. New parents/carers/students will receive login details for ClassCharts next week.





## **Homework**

Regular homework is important for embedding knowledge, learning self-discipline, and research skills. Each subject will set homework regularly, with core subjects setting more frequently. Homework is set via ClassCharts. Homework timetables for this term have been emailed out earlier today, will be shared with students, and will be published on the website for your reference. It is important for students to complete homework to the best of their ability by the given deadline. They will receive credits for homework that has been completed well.

## **Attendance**

To achieve academic success, we know that students need great attendance: we aim for 98-100% for all students. Missing lessons leaves children vulnerable to falling behind. A student with 95% attendance will have missed 10 school days and 50 hours of learning across the year. Over five years, this equates to 50 days absence and 250 hours of learning lost - this will have a huge impact on their progress.

Please always let us know the reasons for your child's absence via the contact details above. If a student is absent and parents/carers do not contact us to report the reasons for absence, we will make contact daily to ensure we are aware of every child's whereabouts, as per our safeguarding procedures. Where we have concerns over absence patterns, we will communicate with parents/carers to offer support. We are passionate about working with families to offer support and guidance to ensure attendance remains exceptionally high.

All medical/dental appointments should be arranged outside of school hours; where this is not possible, please inform Mrs Reid on the above attendance email and provide a copy of the appointment letter/slip. It is against our policy to authorise holidays in term-time. Term-time holidays will be referred to the local authority who often explore a fixed penalty fine.

We have attached a visual flyer to the email with this letter, which is displayed around the school. Please refer to this when speaking to your child about their attendance as it helps to build a common language and understanding.

## **School Events and Term Dates**

These can be found on our website, which hosts a copy of the school calendar (continuously updated) and term/holiday dates for the coming year.

The calendar can be found here: [Harrogate High School | Northern Star Academies Trust - Calendar](#)

Term dates can be found here: [Harrogate High School | Northern Star Academies Trust - Term dates](#)

## **COVID Home Testing**

We have been conducting in-school testing. Those students whose parents/carers have consented to home testing will be receiving testing kits. Testing kits will be issued by the school on a fortnightly basis. We would kindly ask that you always report the results from these lateral flow tests both to NHS Test and Trace [here](#) and to HHS [here](#) (we thank you for your support with this so far if your child was testing last year). Testing should take place on a Wednesday





and Sunday evening. We will update parents/carers on any changes to the guidance around testing as and when we are updated.

### **Home-School Agreement**

We have emailed separately a copy of the Home-School Agreement, as well as a link to a video explaining this. Please take the time to look at this and complete the Microsoft Form to indicate you understand and support it.

Thank you for taking the time to read this rather lengthy letter and for your support over the last week and the coming year. When home and school operate well in partnership, students truly flourish. We look forward to working with both you and your children this year to ensure their success and happiness at Harrogate High.

Yours faithfully

**Mrs L Greenwood**  
Head of School

**Mr M Turner**  
Executive Headteacher