

Dear parent/ carer

We are writing to you about some changes we are making to support students in school.

School Planners

Today you will notice that your child has come home with a Hamble Planner. Every student has been issued with one during tutor time. This must be brought to school every day and will need to be out on desks in lessons. The aim of the planner is to improve communication, make behaviour expectations clear and ensure students have quick access to their timetable so that they know where they should be.

We would like to highlight some important pages and hope that you will look through the planner with your son/ daughter.

- **Page 3 School Rules:** Our behaviour policy is focussed around the three rules of 'Ready, Respectful, Safe'. We expect students to follow these rules everyday both inside and outside of the classroom.
- **Page 13 Home-School Agreement:** Please read this and sign it by **Friday 13 January**. Your child's tutor will also sign it on behalf of the school and your son/ daughter will be asked to complete the agreement during tutor time.
- **Page 28 Exit Passes:** If your child currently has an 'Exit Pass' or uniform concession for a medical need, they will be issued a sticker on this page. Please see further information on this below, regarding passes not issued due to medical issues.
- **Page 27 Out of Lessons:** Students are expected to attend all lessons on time and have a positive attitude to learning. If they need to go to the toilet or fill up water bottles, they are expected to do this before the start of the school day, breaktime or lunchtime. Lessons are more productive if there are no interruptions and students are actively engaged. If, for any reason, a student has to leave the class, we are expecting the teacher to sign this page. This means we can track students leaving lessons and ensure we know where they are at all times.
- **Page 30 Progress Report Tracker:** We believe that students should 'aim high' and leave The Hamble School with the best possible outcomes. To support this, after each Progress Report has been sent home to parents/ carers, students will complete a target setting activity in tutor time. You will be able to view the SMART targets your child has set themselves on page 29 after this has been completed.

www.thehambleschool.co.uk

T: 023 8045 2105 • general@thehambleschool.co.uk • [f](https://www.facebook.com/thehambleschool) [i](https://www.instagram.com/thehambleschool) [t](https://www.tiktok.com/@thehambleschool) @thehambleschool

Satchell Lane, Hamble, Southampton, SO31 4NE

Headteachers (Acting): Miss L Cambridge, BSc (Hons), MA Ed. & Mrs S Pennington-Chick, BSc (Hons)



We're working
towards Artsmark
Awarded by Arts
Council England



Exit Passes

Exit Passes are issued by the Pastoral Team or Learning Support to help students in school. Passes may be used to support with a specific Special Educational Need, a disability or for mental health/ welfare concerns. When Exit Passes are used appropriately they are a very effective mechanism to help ensure that students are able to cope with life in a mainstream school.

Unfortunately, over the last term we have noticed that some students have not been using their Exit Passes appropriately. To resolve this issue, we are reviewing all Exit Passes apart from those which have been given to students due to medical advice.

If your child is issued with a pass, after the review they will be given a new sticker for their planner during the week beginning 16 January; all existing passes in the form of cards will no longer be valid. On page 22 of the planner, staff will log when the Exit Pass is used so that we can monitor students are using it appropriately. If your child's pass has been removed we will send you a letter so that you are aware this has happened.

We are confident that the changes outlined above will support students. If you have any questions or concerns, please email headteacher@thehambleschool.co.uk

Yours faithfully



Miss L Cambridge

Headteacher (Acting)



Mrs S Pennington-Chick

Headteacher (Acting)

If, at any time, you should require special arrangements to be made when visiting the school and/or in order to participate fully in supporting your child at school (e.g. an accessible venue for meetings, if you are a wheelchair user, assistance with translation of documents or enlarged copies of communications etc.), please do not hesitate to let us know.