



4th September 2018

HEADTEACHER: Mrs H L Millett

Dear parent/guardian,

Welcome to the new academic year. We hope that you are welcoming home children who have had a good first day back and are ready to face the exciting challenges ahead.

Your child/children will be coming home today with their new academic planner; a bespoke document which has been designed specifically for students attending Stokesley school. This planner is now part of their essential equipment and therefore students will be required to bring it with them to school every day and to have it out in lessons so that it can be used to its full capacity. Students have had the planner explained to them in their tutor time session this morning. They know that this is a professional document designed to enhance their school life and, because of this, that it needs to be looked after and kept in good condition throughout the year.

The planner has a wide range of functions, including:

- ★ to promote and encourage personal organisation;
- ★ to record homework;
- ★ to record deadlines and examination dates;
- ★ to store letters, homework sheets, positive notes and other important pieces of paper;
- ★ to record reminders;
- ★ to provide students and yourselves with key information about school life;
- ★ to act as a forum for communication between school and home;
- ★ to record student successes, and
- ★ to track attendance and punctuality.

The planner has been designed in keeping with our three school mindsets: **ambitious, ready and respectful** and encourages students, throughout, to bear these three concepts in mind as they go about their day-to-day school life.

Alongside its primary purpose of teaching, encouraging and promoting organisation and independence in our students, the planner's secondary purpose is to help us to communicate more efficiently, effectively and regularly with home.

We are lucky to have such supportive and engaged parents here at Stokesley school, and we very much want you to continue to be a part of the education of your sons and daughters in as many ways as possible. As we all know, good communication is one of the key factors of successful working relationships, and we take very seriously our responsibility to communicate with home and to be transparent about the education of your children. We want to share their successes with you, and we want to work alongside you to deal with any concerns that come up. The planner will play an integral role here as we go forward into this academic year.

STOKESLEY SCHOOL, STATION ROAD, STOKESLEY,
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The week-to-view page will become, we hope, a regularly discussed page in the households of children attending Stokesley school. On these pages, students will record homework and reminders but will also collect House Points and record their weekly behaviour points and attendance. You will see, too, that there is a large space on this page for communications. We would encourage you to use this space in any way that you see necessary: to ask questions of teachers or tutors; to write notes of explanation; to give words of encouragement to your children on a day that you know will be challenging for them, or to notify the school of appointments, external examinations, sporting fixtures etc. We will do the same in school: Heads of House, tutors, teachers and support staff will communicate key information and queries through this section of the planner and will do our best, too, to respond to questions from home.

Form tutors will sign the planner every week and we ask that you too do the same, having discussed what you have seen and read on these week-to-view pages with your children. What this means is that both you as parents and we as tutors can guarantee that every student in the school is getting the wrap-around support that they both need and deserve in order to be as happy and as successful as they can be at Stokesley school.

Please have a look at the planner with your children tonight, read and sign the Home-school Agreement (page 5) together, and check that their timetable has been written into the grid on pages 2 and 3.

There is, should you want to know more, a *Planner Guide* on the school website and as an attachment to this email should you want to know more about the purpose and function of some of the planner's other pages.

Many thanks in anticipation of your support with the re-introduction of the planner, and we look forward to using it alongside you and your children as a document to support them both academically and pastorally through their next year or education.

Mrs Lizzi Fox
Lead Practitioner, Areté Learning Trust

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