



BENSHAM MANOR School

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14/07/2025

Dear Parents and Carers,

Expectations for the New Academic Year – September 2025

I hope this letter finds you and your family well. As we approach the beginning of the 2025–2026 academic year, I would like to take this opportunity to welcome all our families—both returning and new—and to outline some key expectations to ensure a successful and productive start to the school year.

Attendance and Punctuality

Regular attendance and punctual arrival (where your child is not on Council transport) are vital to your child's academic progress and well-being. We expect all students to be in school by 8.30am, ready to begin the day promptly. Please ensure any absences are reported to the school office before 9am on the day of absence, with a clear reason provided.

Uniform and Presentation

All students are expected to wear full school uniform in line with our uniform policy. This helps promote a sense of belonging and pride in our school community. Details of the required uniform, including PE kit, can be found on our website. Your child is able to wear a plain black hoodie and plain black trainers, however, both must be plain black. Your child must wear their PE kit on the days they have PE.

Behaviour and Conduct

We hold high expectations for student behaviour both in and outside the classroom. We ask for your support in reinforcing our school rules - *safe, ready, kind*. Our behaviour policy is available on our website and will be revisited with students at the start of term.

Equipment and Preparedness

Students are expected to arrive at school fully equipped for learning each day. This includes bringing a pencil case please. A ruck sack is the preferred school bag and I ask that you do not send your child in with a cross body bag - these are banned from September 2025.

Mobile Phone Policy

To support a focused and respectful learning environment, our mobile phone policy remains in place. Mobile phones must be switched off and stored in students' bags throughout the school day. The use of phones during lessons, breaktimes, or in corridors is not permitted. Any phones seen or heard during school hours will be confiscated and returned after 7 days, in line with our policy. We ask parents and carers to support us in reinforcing this expectation at home.

Communication and Support

We believe that a strong partnership between home and school is key to student success. Please do not hesitate to contact us with any concerns or queries. Regular communication will be maintained through newsletters, the school website, parent meetings, and our parent portal.

We look forward to working together with you to support your child's academic, social, and personal development. Thank you for your continued cooperation and commitment to our school community.

Yours sincerely,

Fiona Robinson, Headteacher