

Content

For a more detailed version of the student handbook please see your PSHE Google Classroom, or your tutor has a copy that will be kept in the tutor room.

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Vision: Putting Learning First

When a student arrives at Langtree School, they will be welcomed by a community which prioritises learning, celebrates achievement and nurtures the individual.

Staff and students are challenged to be the very best they can be; everyone at Langtree School is expected to embrace the core values of Courtesy, Respect and Tolerance. We strive to build excellent links with all members of our community. We believe that creative thinking and wider collaboration will deliver the best opportunities for learning.

When a student leaves Langtree School they are prepared and empowered to face the challenges and opportunities of learning, working and living that lie ahead of them.

**If we are all serious about
'Putting Learning First'
we all need to:**



Be prepared for learning.

This means always have your books and the correct equipment for the lesson – and be on time!

Be prepared to make an effort.

This means stay on task, keep your focus and maintain your concentration.

Be respectful of ALL staff.

This means don't answer back, challenge or argue with **any** member of staff about expectations.

Be respectful of other learners.

This means avoid shouting out or making unnecessary noise and waiting for your turn to have your say.

Be tolerant of other learners.

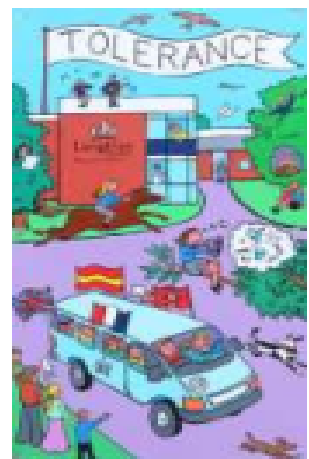
This means be prepared to listen to the views of others with consideration, even when you hold a different view.

Be proud of yourself and your work.

This means make the very best effort you can, make a positive contribution, and produce work which you can be proud of.

Be responsible for your learning outside the lesson.

This means handing completed homework in on time and using Satchel to catch up yourself if you are absent.



**Our core values are
Courtesy, Tolerance and Respect.
Take them into every lesson with you.**

Timetable: Week A

	Monday	Tuesday	Wednesday	Thursday	Friday
Tutorial 8.40-9					
1 9-10					
2 10-11					
3 11.20					
4 12.20					
5 2pm					

Timetable: Week B

	Monday	Tuesday	Wednesday	Thursday	Friday
Tutorial					
1					
9-10					
2					
10-11					
3					
11.20					
4					
12.20					
5					
2pm					

EQUIPMENT LIST

- All students must have the correct materials in school as well as the correct exercise and text books required for each lesson.
- We may ask students to wear a face mask in particular situations.
- All year students should bring the following items to school:
 - Reading book
 - Pen (black ink) and spare pen
 - Highlighter pen (pink and orange)
 - Pencil and Pencil sharpener
 - Ruler
 - Rubber
 - Scientific calculator
 - Protractor
 - 3.5mm earphone or headphones - not airpods or any other bluetooth arrangements.
 - Pair of compasses (only 1)
 - Student Handbook
 - Glue stick
 - Scissors
 - Colouring pencils
 - Green pen
 - Mini Whiteboards and dry wipe pens

Equipment not allowed

- **Tipex**
- **Mobile phones are not allowed in the building unless you have permission by your teacher. You can use them outside at break and lunch time.**
- **headphones/ earphones NOT to be worn in the building unless you have permission by your teacher**
- **for a longer list of prohibited items please see the behaviour policy.**


REWARDS

To show our core values of **courtesy, tolerance and respect**, your teachers like to recognise your success.

- **Positive Postcards:** Positive postcards will be sent home to celebrate special achievement or effort
- **Achievement points** are awarded for doing well in lessons, for example: excellent contribution to a lesson, excellent homework/classwork, progress in tests.
- Students with exemplary attitude to learning, as identified by the interim assessments, are celebrated as **"Learning Stars"**.
- Students with an improved attitude to learning are also acknowledged and celebrated with certificates/ emails home **"Most Improved Attitude."**
- **Headteacher's Commendation:** The Headteacher rewards outstanding effort or achievement. Teachers recommend students for these awards.

SCHOOL UNIFORM

You are expected to take pride in your appearance and meet the school's uniform code. For full details see the school website. Below is clarification of certain items:

What is allowed?	What is not allowed?
Plain outdoor coat	Colourful patterns Hoodies, sweatshirts or non Langtree jumpers Denim or leather jackets/coats
Socks- navy blue, black or white Under the knee or ankle socks	Socks over the knee (Anime style)
Tights- black	Any other coloured tights
	No leggings or denim or any sort
Plain black belt	No colourful belts with studs
One plain silver or gold stud in each ear lobe (or outer ear - the helix)	No piercings anywhere else other than the outer ear No transparent jewellery. No ear bars No plasters to cover piercings No other jewellery is permitted
Shoes- for a list of shoes that are acceptable, please see our website	No trainers, no boots, no canvas shoes. Please note that Nike Air Force, in any colour, are not permitted for PE as they do not have the appropriate support. 

- Coats/scarves/hats should not be worn in the building. Baseball caps are not allowed.
- No student should have his/her hair dyed an unnatural colour, nor should any student come to school with extreme haircuts/styles eg. no shaved patterns. Long hair must be tied back for safety reasons in practical lessons.
- Discreet makeup may be worn.
- No nail varnish or nail extensions (students will be expected to remove varnish immediately and social times removed)
- Jewellery that is not permitted will be confiscated and kept in the school office. This can be collected on Fridays (parents can collect these items earlier). Students who persistently (3 times in a short term) have jewellery confiscated will only be allowed their jewellery at the end of a half term. Parents can come and collect it at any time. If students refuse to remove their jewellery, they will be removed from class and their social times removed.

PE Uniform

It is very important that all items of PE equipment and the PE bag itself are named clearly.

Nike Air Force trainers are not permitted as a school shoe or as a trainer for PE.

Please see the website for further details.

Reading Log

Date started	Date Finished	Title	Author

Reading Log

Date started	Date Finished	Title	Author

KEEPING IN TOUCH / Uniform issues

Do not show your teacher a message on your phone or ask a teacher to speak to a parent on your phone – this is not acceptable as a formal communication with the school.

Date	Message from parent / tutor	Parent signature / tutor

Date	Message from parent / tutor	Parent signature / tutor

Detentions: teachers may give break DTs, lunch DTs, after school DTs- or withdraw you from lessons if you are not putting your learning first and demonstrating courtesy, respect and tolerance. In the most serious cases you could be suspended or excluded from school.

To avoid detentions, follow the code of conduct: Putting Learning First

Teacher	Date of detention	Location	Reason	Parents' signature

Teacher	Date of detention	Location	Reason	Parents' signature

Equipment checklist: Please note what is missing

Equipment	Term 1	Parent Signature	Term 2	Parent Signature	Term 3	Parent Signature
Pen (black) and spare						
Highlighters						
Pencil and sharpener						
Ruler						
Rubber						
Scientific calculator						
Protractor						
3.5mm earphone						
compass						
Reading book						
Glue						
Scissors						
Colouring pencils						
Green pen						
Whiteboard						

Please note what is missing

Equipment	Term 4	Parent Signature	Term 5	Parent Signature	Term 6	Parent Signature
Pen (black) and spare						
Highlighters						
Pencil and sharpener						
Ruler						
Rubber						
Scientific calculator						
Protractor						
3.5mm earphone						
compass						
Reading book						
Glue						
Scissors						
Colouring pencils						
Green pen						
Whiteboard						

