



27th February 2026

Dear Parents and Carers,

As we begin Spring Term 2, I am writing to formally introduce myself in my new role as Head of Behaviour Operations and Attendance Lead. As you are aware, after 19 years of dedicated service to Ansford, our Head of Behaviour, Mr Cue, has retired from the education sector. Having worked at Ansford for the past twenty years myself, I am proud to be joining the leadership team and to build upon the strong foundations and excellent work Mr Cue has driven in relation to behaviour over recent years. I remain fully committed to maintaining high standards and ensuring the very best outcomes for all our students.

This week, I have led assemblies to reinforce our expectations around behaviour, attendance, punctuality and uniform. These standards are central to maintaining a calm, focused and respectful environment in which every student can thrive.

Students are expected to:

- Arrive on time to school each day and punctually to every lesson, ready to learn
- Attend school regularly
- Follow instructions promptly and respectfully
- Demonstrate positive behaviour in lessons and around the school site
- Wear full and correct school uniform at all times

Punctuality remains an important part of our wider expectations. Arriving on time ensures students are settled and ready to learn from the very start of the day and every lesson. We will continue to monitor late arrivals and follow up where necessary to support improvement.

We also take a firm and consistent approach to uniform standards. This includes:

- Correct footwear
- Blazers worn unless directed otherwise
- No additional jewellery (including nose piercings)
- No hoodies or non-uniform jumpers
- Hair colour that is of a natural tone

We ask for your full support in ensuring that students leave home dressed correctly and ready for the day ahead. A comprehensive guide to our uniform expectations is available on our website [here](#). Heads of Year will monitor uniform on arrival each morning, and any concerns will be addressed promptly with the student, and a letter communicating the concern will be sent home to parents.

In addition, following recent national discussions and student voice feedback, we are strengthening our mobile phone procedures.

Our “off and away” policy remains in place and is followed well by the vast majority of students. However, it has become an increasing concern that some students are using toilet breaks during lessons to access their phones.



With effect from Monday 2nd March, any student leaving a lesson to use the toilet must hand their mobile phone to their teacher before leaving the room. The phone will be returned upon their return to the lesson and must then be placed immediately back into their bag.

This procedure is not about removing phones unnecessarily; it is about safeguarding learning time, maintaining fairness and ensuring toilet breaks are used appropriately. It provides clarity for students and consistency for staff, reinforcing our expectation that phones remain “off and away” throughout the school day.

If your child does not bring a mobile phone to school, please notify us. Students without a phone will be issued with a phone card, which must be shown to their teacher when leaving lessons. You can do this by emailing your child’s Head of Year directly:

- Year 7 – jdavis@ansford.mnsp.org.uk
- Year 8 – lloud@ansford.mnsp.org.uk
- Year 9 – twalsh@ansford.mnsp.org.uk
- Year 10 – twalsh@ansford.mnsp.org.uk
- Year 11 – bwillson@ansford.mnsp.org.uk

We greatly value our partnership with parents and carers. By working together and maintaining clear and consistent expectations, we will ensure that Ansford continues to be a calm, focused and respectful environment where all students can succeed.

Thank you for your continued support.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L Sweetlove'.

Mrs L Sweetlove
Head of Behaviour Operations and Attendance Lead