

Park

Community School

Welcome to Park

Information for all students
and parents 2022-2023

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Introduction

Dear Parents, Carers and Students,

Welcome to Park Community School.

We are looking forward to welcoming your children to Park in September.

Starting strong is important and this booklet aims to give you everything you need to ensure your child makes a great start to the year. Park is a school which strives to help students find what they love; securing strong academic achievement and a wealth of experiences that develop their attainment, resilience and autonomy. Your child is part of this.

All students at Park study a broad curriculum moving to specialist spaces, including our off site facilities; small holding, construction skills centre and industrial unit, which is the home of our print shop and media suite. Our focus is on building mastery of subjects, fostering a love of learning and passion for a range of subjects and preparing students for success in GCSE examinations and beyond. We summarise our vision for learning through our 'Great learners' diagram. This emphasises the role of preparing for learning, practising over and over again and finally performing.

Respect leads to success. In choosing Park, you agreed to support us in instilling high expectations regarding effort, attendance, uniform and behaviour. We expect all students to work hard and respect school rules to help everyone to achieve.

We are proud to be a part of Park. The strength of our whole school community and its commitment to students makes us a special school. Together we embrace the challenges and excitements of school life.

This booklet includes reminders that every student and parent/carer will need to understand in preparation for September. Please take time to read through them all with your child prior to their September start.

We look forward to working together throughout the new academic year.



Christopher Anders
Headteacher

A handwritten signature in black ink, appearing to read "C Anders".



Ella Capaldi
Head of School

A handwritten signature in black ink, appearing to read "Ella Capaldi".

much
more
than
just a school

School Ethos

Park's goal is 'Success for all through attainment, resilience and autonomy', this is achieved by supporting each student to ensure they are given the opportunity to succeed. We are preparing students for their next steps in life and the world of work. This means they must be increasingly independent. We have high expectations and pride ourselves in being disciplined, smart and friendly. We expect mutual respect, hard work, good manners and a positive attitude from all. We are proud of our school and expect everyone to demonstrate this pride through their actions every day.

We describe ourselves as 'Much more than just a school' because we provide opportunities and support that most schools cannot. This ethos continues to drive our actions regarding curriculum and support.

House System

Every student is allocated to one of three houses: Red, Blue and Green. Within each house, students will develop a strong sense of identity, competition and support. We have not yet named our houses and will involve students in this process during the Autumn term.

Heads of House oversee the academic progress, attendance and behaviour of students within their house.

WSG Team

Our WSGs (Welfare, Support and Guidance) are attached to each house. Two WSGs per house, mean the team can work with individuals and groups within the year group to support them as necessary.

Special Educational Needs

Park has a range of support for students with special educational needs. This includes a combination of groupings, support in lessons and interventions. In lessons, teaching assistants will sit with children to support them for limited periods of time. Interventions will be delivered in the SEN area or restaurant. Students will be collected from their lessons and escorted to these venues. If you have any questions about SEND support, please contact Mrs Freestone, our SENDCo.

Extra-Curricular

Our wide range of extracurricular activities, including period 6 lessons, run everyday.

Breakfast Club

The Watering Hole restaurant will be open every morning from 7.45am for a free healthy breakfast. Any student can have breakfast, there is no need to book. Students across all years are able to access this before school.

much more than just a school

Staff You Need to Know



Mr Anders
Headteacher



Mrs Capaldi
Head of School



Mrs Parish
Business & Community
Manager & DSL



Mr Bryce
Deputy Head of School



Mr Bourton
Assistant Headteacher



Ms Bannard
Assistant Headteacher
DSL



Miss Connor
Assistant Headteacher



Miss Cavanagh
Assistant Headteacher



Miss Binns
Assistant Headteacher



Mr Rose
Assistant Headteacher



Mr Cavanagh
Assistant Headteacher



Mrs Freestone
SENCO



T Penlington
Head of Red House



M Chapman
Head of Blue House



Mrs Wilson
Head of Green House



Mr Grant
Head Chef - External



Mr Moody
Head Chef - Internal



Mrs Knight
Medical



Mrs Breedon
WSG



Mrs Davis
WSG



Mr Grant
WSG



Mr Donnelly
WSG



Mr Redman
WSG



Miss Read
WSG



Mrs Howes
WSG

Shape of the Day

Our start and finish times for the school day are below. Students must arrive on site by 8.25am at the latest and go to their line-up zone. Punctuality is essential. Students arriving late will be given a recall detention on the same day.

Monday			Tuesday		
8.25	House Line Up		8.25	House Line Up	
	Science			Science	
	Hard Court			Hard Court	
	N Terrace			N Terrace	
8.30	Tutor		8.30	Tutor	
	Whole School Assembly - KSH				
8.45	1 (60 mins)		8.45	1 (60 mins)	
9.45	2 (60 mins)		9.45	2 (60 mins)	
10.45	Break 15 mins) All Years		10.45	Break 15 mins) All Years	
Line Up North Terrace Y7 & 8					
11.00	3 (60 mins)		11.00	3 (60 mins)	
Line Up North Terrace Y8	Lunch (25 mins) Years 8 & 10	4 (30 mins)	12.00	Lunch (25 mins) Years 8 & 10	4 (30 mins)
			12.25		4 (60 mins)
Line Up North Terrace Y7	4 (60 mins)	Lunch (25 mins) Year 7	12.30	Lunch (25 mins) Year 7	4 (60 mins)
Line Up North Terrace Y9		4 (30 mins)	12.55	4 (60 mins)	Lunch (25 mins) Years 9 & 11
		Lunch (25 mins) Years 9 & 11	13.00	4 (30 mins)	
			13.25	5 (60 mins)	
			14.25	Tutor	
			14.45	Teacher recall	
			14.55	Period 6 & After School Enrichment Activities	
			14.00	Staff Training, Coaching & Curriculum Development	
			16.00		

Wednesday			Thursday			Friday		
8.25	House Line Up		8.25	House Line Up		8.25	House Line Up	
	Science			Science			Science	
	Hard Court			Hard Court			Hard Court	
	N Terrace			N Terrace			N Terrace	
8.30	Tutor		8.30	Tutor		8.30	Tutor	
	House Assembly - KSH			House Assembly - KSH			House Assembly - KSH	
8.45	1 (60 mins)		8.45	1 (60 mins)		8.45	1 (60 mins)	
9.45	2 (60 mins)		9.45	2 (60 mins)		9.45	2 (60 mins)	
10.45	Break 15 mins) All Years		10.45	Break 15 mins) All Years		10.45	Break 15 mins) All Years	
11.00	3 (60 mins)		11.00	3 (60 mins)		11.00	3 (60 mins)	
12.00	Lunch (25 mins) Years 8 & 10	4 (30 mins)	12.00	Lunch (25 mins) Years 8 & 10	4 (30 mins)	12.00	Lunch (25 mins) Years 8 & 10	4 (30 mins)
12.25		4 (60 mins)	12.25		4 (60 mins)	12.25		4 (60 mins)
12.30	Lunch (25 mins) Year 7		12.30	Lunch (25 mins) Year 7		12.30	Lunch (25 mins) Year 7	
12.55	4 (60 mins)		12.55	4 (60 mins)		12.55	4 (60 mins)	
13.00	4 (30 mins)	Lunch (25 mins) Years 9 & 11	13.00	4 (30 mins)	Lunch (25 mins) Years 9 & 11	13.00	4 (30 mins)	Lunch (25 mins) Years 9 & 11
13.25	5 (60 mins)		13.25	5 (40 mins)		13.25	5 (60 mins)	
14.25	Tutor		14.05	PD		14.25	Tutor	
14.45	Teacher recall		14.45	Teacher recall		14.45	Teacher recall	
14.55	Period 6 & After School Enrichment Activities		14.55	Period 6 & After School Enrichment Activities		14.55	Period 6 & After School Enrichment Activities	

School Routines and Expectations

School Meals

Our award-winning chefs will continue to provide freshly prepared hot and cold meals every day. Students will access this from either our restaurant or catering trailer, depending on the rotation for the day.

Free School Meals are available to children whose parents/ guardians qualify, for example are in receipt of one or more of the following benefits:

- Income support
- Income based job seekers allowance
- Income related employment support allowance
- Support under Part VI of the Immigration and Asylum Act
- Child Tax credit (provided they are not entitled to working tax credit and have an income that does not exceed £16,190)

Arrival to school and line up areas

- Students line up in their tutor groups in their designated area at 8.25am every morning and again after break and lunch.
- Uniform (including hair, jewellery and make up) and equipment will be checked in line ups and any students not in the correct uniform will be either loaned uniform or sent home to change. Students will not attend lessons in the incorrect uniform.
- Students are expected to have a pencil case and equipment. This will be checked every morning.

Movement around School

- Students walk quickly and quietly from one lesson to the next on the left-hand side of the corridor.
- Outdoor coats should not be worn inside the school building. Please note that hoodies should not be worn at all on the school site and may not replace outdoor coats or school uniform jumpers.
- Students should arrive promptly at each lesson.
- Students arriving late to a lesson will be given a 10-minute recall with their teacher. If any student receives more than one late mark in a single day they will be expected to attend a detention at the end of the day. You will receive a text informing you of this.

Seating plans in classrooms

Class teachers will allocate students seats according to their seating plans. Students must remain in their seats at all times unless directed to move by the teacher.

Late Process

- Students arriving within 15 mins of the bell will be issued with a late recall slip at the entrance gate. They will then be escorted to their lesson
- 10-minute recalls will be in the theatre at the end of the same day with a member of senior staff. Failure to attend the recall will result in a one hour detention.

Attendance and Punctuality

- Students arriving more than 15 minutes late with no medical appointment card or valid reason for their lateness will be issued with a one hour detention on the same day. Parents will be sent a text to inform them.
- The morning session will become an unauthorised absence.

Permission to leave class

- Students should not leave their lessons unless there are exceptional circumstances.
- If another member of staff requires a student for a meeting or intervention, they will collect them.
- If a teacher allows a child to leave class to visit the toilet or library, they will be given a pass card.

Attendance and Punctuality

At Park we expect excellent attendance from everyone and recognise that when students are fully engaged in their learning and happy in school, their attendance is likely to be strong. In addition, engagement with parents and carers and the recognition of any barriers affecting attendance are key elements of our attendance strategy. Please ensure your child attends school everyday.

Punctuality

Students need to arrive to their line-up area by 8.25am. From here, they will be escorted to their tutor base for registration at 8.30am. Children arriving up to 15 minutes late will be escorted to their class by a staff member, they will be issued with a recall to be completed at the end of the day (see late process on pages eight and nine).

Absence from School

Please telephone the school on the same day before 8.15am or use the Classcharts app. to inform us of the reason. Telephone: **023 92 489800 (select option 1)**. If we do not receive a message we will send you a text which we expect you to respond to promptly. If we are unable to gain a response, we will visit your home.

Illness during the school day

If a child feels unwell they should ask their teacher to go to the medical room. If necessary, you will be contacted to collect your child or they will continue with their school day.

Support

If you need support in helping your child attend school our home liaison team are here to help.

Absences and family holidays

Holidays during term time will not be authorised.

Dress Code and Equipment

Park Community School has one official supplier of uniform. This is Skoolkit.

Uniform supplier – Skoolkit	Contacting us is easy
Step 1 Get online and log onto www.skoolkit.co.uk	Visit us: Skoolkit, 31 Meridian Centre, Elm Lane, Havant, Hampshire, PO9 1UN Telephone: 02392 455795 Opening hours: 9.00am - 5.30pm Monday - Fridays 9.00am - 5.00pm Saturdays
Step 2 Register/Sign in	Email us: enquiries@skoolkit.co.uk
Step 3 Place your order to be delivered to your door	Call us: Web-order Hotline 023 80 651278

Required Uniform

- Park black blazer must be worn by all students each day to school and around the school. (Park cardigans and jumpers may be worn under blazer, but not in place of blazer.)
- Long or short sleeved white shirt (not a polo shirt) with collar for tie, which must be worn tucked in
- Trousers or skirt – black. Formal black trousers or black box pleat skirt sitting just above the knee or longer.
- Plain black outdoor shoes (no logos allowed), sensible heels only
- Currently a different plain coloured tie for each year group, as shown.
- A House colour pin badge should be worn on blazers. This will be given to students on their first day and should be worn on the left lapel.



Optional Uniform

- Sweater/jumper - grey or black with logo
- Sleeveless sweater/jumper – grey or black with logo
- Cardigan – black with logo – Years 10 and 11
- Polo shirt – white with logo in family colour (summer only: May-July)
- Tailored shorts – black and of a length that the school deems reasonable - about knee-length (summer only: May-July)

Dress Code and Equipment

Outdoor Coats

Outdoor coats should be dark in colour, e.g. black or navy and should have no large logos. Coats will be removed before students enter the school building. Please note, hoodies, fur, denim and studded leather jackets are not appropriate as outdoor coats for school and may not be worn around school.

Shoes

Plain black outdoor shoes (no logos allowed), sensible heels only.



Required PE Uniform – Years 7-11

- Park black polo top or Park black t-shirt
- Park PE black hoodie with school logo for outdoor PE lessons in cooler weather



- Plain black shorts, black tracksuit bottoms or black leggings (any supplier)
- Trainers – non-marking sole with laces, providing support to ankle & foot (any supplier)
- In wet weather black sports coats maybe worn

Note: Students will require PE kit for all PE lessons. When unable to participate as a performer they will be coaching, officiating and leading, so are required to change.

Performing Arts

Years 7, 8 and 9

- Park black PE polo top
- Plain black tracksuit bottoms or black shorts

Years 10-11

- Performing Arts tops, as set by the department. Other items to be agreed with teachers of particular courses.

Bag

Students will be expected to bring their books and equipment to and from school every day and must be able to access them easily. This should be a rucksack or similar, not a handbag.

Equipment

- | | |
|-----------------|--------------|
| • A Pencil Case | • Ruler |
| • Black Pen | • Protractor |
| • Pencil | • Green Pen |
| • Rubber | |

Jewellery

- One pair of earrings (studs or small sleepers – little finger size)
- No visible piercings or necklaces
- No retainers, rings or bracelets
- Jewellery must be removed for PE and Performing Arts.

Make Up

- Make up is not permitted in Years 7, 8 or 9
- Light, natural make up may be worn by older students
- False eyelashes are not permitted in any year
- False nails or excessively long nails are not permitted at all

Tights

Tights must be plain black or opaque (not patterned)

Hairstyles

- Hairstyles should be reasonable.
- For guidance, extremes of fashion and colour are not acceptable and may result in a student being isolated. For example, hair dyed to an unnatural colour, two different colours or tracks cut into hair is unacceptable for school. Hair styled into excessive crests, Mohicans or spikes are also inappropriate. Hair may be coloured a subtle natural shade or styled. Hair should be graduated and not distinctly different lengths.
- Hair should be tied up for practical lessons.
- If in doubt please speak with Ms Bannard, Miss Binns, Mr Cavanagh or Mrs Capaldi before dyeing or styling.

Tattoos

- Tattoos and decorative implants are not allowed and should not be seen in school.

Dress Code and Equipment

If students are not wearing the correct uniform

Students will not be permitted to attend lessons without the correct uniform.

- Ties - We are able to lend these temporarily if a child has lost theirs
- Blazer - We are able to lend these temporarily if a child has forgotten theirs
- Shoes - We will give a pair of black plimsolls to any child who is temporarily without the correct shoes

Students are likely to be sent home the same day to change if not in correct uniform and then return to school. There will be an expectation that time is made up.

Repeated rule breaking will lead to more severe sanctions.

Parents who are unable to purchase the correct uniform for their child due to financial difficulties should approach the school to seek advice and further guidance.

The final decision on all matters of uniform and personal appearance rests with the Headteacher and Head of School.

DfE Guidance on School Uniforms (September 2013) states:

Pupil non-compliance

Teachers can discipline pupils for breaching the school's rules on appearance or uniform. This should be carried out in accordance with the school's published behaviour policy. A head teacher, or a person authorised by the head teacher, may ask a pupil to go home briefly to remedy a breach of the school's rules on appearance or uniform. This is not an exclusion but an authorised absence. However, if the pupil continues to breach uniform rules in such a way as to be sent home to avoid school, or takes longer than is strictly necessary to effect the change, the pupil's absence may be counted as an unauthorised absence.

Mobile Phones

Mobile phones are not permitted in school at all. Any student requiring one for their journey to and from school can put it into reception before the start of the day and collect it after the bell at the end of the day. Any student with their mobile phone in school will be issued with a detention for the same day and parent will be notified by text.

Equipment

If students do not bring the correct equipment, they will be issued with a 'Park Pay Back' slip. Tutors will lend equipment for the day or this can be bought at reception

High Expectations

Expectations of Behaviour

Students are expected to be ready to learn, be respectful and work hard. Our routines at Park, modelling of expectations and support of teachers help all students succeed and make good choices.

Making good choices and rewarding excellence

Merits are automatically rewarded to all students for all lessons where they have worked hard and not received any demerits. Good attendance is also rewarded weekly with merits. In addition, teachers will recognise exceptionally hard work through postcards home and additional merits. Accumulated merits can be used to purchase items from school reception or exchanged for vouchers. Alongside this, higher numbers of merits lead to other rewards including celebratory tea with Heads of House and school trips.



Park Community Service

We are proud of our school and expect all staff and students to demonstrate their pride in Park at all times. This means we all model our passion for Park through our clothing, manner and behaviour. 'Park Community Service' slips will be issued immediately for minor infringements of school expectations.

On occasions when students do not meet these standards, they will be expected to give up some of their time to contribute to our school community. Students issued with a 'Park Community Service' slip will report to the restaurant at 2.55 after tutor time to complete this. 'Park Community Service' is typically a 15-minute litter pick or an alternative contribution to our school community as determined by senior staff.

Examples of reasons for a 'Park Community Service' slip are below:

- Casual swearing
- Shouting in a corridor
- Being reminded to remove non-uniform items including hoody, ear buds, facial piercing
- Forgetting equipment

High Expectations

Making Poor Choices

If students make poor choices in lessons, teachers will help them refocus their behaviour and make good choices. However they will not allow the learning of other students to be interrupted and there are some behaviours which will not be tolerated at all.

Consequences of making POOR choices in the classroom		Demerits
Poor Choice 1 Initial warning	If you make a poor choice, your teacher will remind you of expectations and encourage you to make a good choice.	0
Poor Choice 2 Final warning	If you continue to make poor choices, a final warning will be recorded by the teacher.	0
Poor Choice 3 Relocation and recall	<ul style="list-style-type: none">• If you continue to make poor choices you will be relocated.• You will have 1 minute to relocate to an allocated classroom with your work.• In the relocation classroom, you will sit silently and complete your work.• This work must be handed to the relocation teacher at the end of the lesson.• You must return your original class teacher at the end of the school day 2.45-2.55 after you have registered with your tutor. <p>This will be recorded on Classcharts and 1 demerit will be issued</p>	1
Poor Choice 4 1 hour detention	<ul style="list-style-type: none">• If you make poor choices in the relocation classroom or fail to relocate, you will be issued a 1 hour detention• You will be isolated for the remainder of the lesson• Your parents will be informed• At the end of the same day you will complete a one hour SLT detention. <p>This will be recorded on Classcharts- 3 demerits will be issued</p> <p>Note: some behaviours will immediately result in a detention (Poor Choice 4) e.g: mobile phone visible</p>	3
Poor Choice 5 Ready to Learn Room	<p>If you fail to attend a detention you will be placed into the Ready to Learn room between 8am and 12pm the following day.</p> <p>In the room you will work silently, reflect on your poor choices and have a retracking conversation with senior staff so you are clear of expectations before returning to lessons.</p> <p>Time in the Ready to Learn room will result in 6 demerits added to Classcharts</p>	6

There are some behaviours that will result in immediate issue of a Poor Choice 4 detention or a Poor Choice 5 Ready to Learn. In serious circumstances, a suspension may be issued.

Examples of this are below are listed below:

1 hour detention: Ignoring a reasonable request from a member of staff, multiple Poor Choice 3s in one day

Ready to Learn Room : Swearing at a member of staff, bullying or abuse of students or staff, repeated refusal to accept school sanctions, physical incidents.

much more than just a school

We Are Much More Than Just a School

In addition to the traditional academic curriculum we continue to use our additional school facilities to provide a broad curriculum experience.

Years 7, 8 and 9 lessons for wider learning

Our Much More Than carousel will run across the year. All students in these years take part in some of the activities below:

- School farm
- Construction skills at Apex Centre
- Enterprise at our print shop, Park Design & Print
- Catering in our school kitchen
- Filming and recording

Students take part in these activities in groups of about 8 - 10 children

Sports Ambassadors

Our team of almost 100 Sports Ambassadors work in local primary schools throughout Havant.

Extra curricular clubs, University visits, Greenpower electric racing car, school performances, period 6s, enrichment clubs, YES! trips, are some examples of our enrichment offers.



Curriculum and Learning

All students at Park study a full curriculum. We design our curriculum to foster independence, critical thinking and problem solving. Our curriculum incorporates a full range of traditional subjects as well as access to our own wider curriculum.

Independent learning and homework to help students become more independent learners

All learning is placed on the student shared area, which students can access using their school log on. Students who are unable to attend school for any period of time are expected to access this learning remotely. Students can also revisit classwork to revise and secure understanding.

Learning in this area includes:

- An overview of each half term's learning and resources
- A powerpoint with videos or voice overs to explain the learning
- Resources and videos to encourage students to research and question
- Application tasks which require students to demonstrate their learning

Homework and Independent Learning

This is crucial to exam success and develops independence by revisiting and mastering learning. It means children are better prepared to show learning in future assessments and exams. Homework is set weekly for all subjects. This is done via Teams for students and on Classcharts for parents to view. This is an important habit for independence and future learning. This is also the same process through which any remote learning will be set if students are unable to attend school due to Covid 19 restrictions.



In Years 7, 8 and 9, students are set fortnightly Multiple Choice Quizzes (MCQs) for most subjects. The percentage achieved in these is used to inform their termly reports. Alongside these, independent home learning is set focussed on developing a love of subjects and involves students selecting from a range of options aimed at broadening experiences within the subject.

Remote Learning from home

All learning is placed on the shared area.

- Teachers will set learning via **Teams** and will also upload onto **Classcharts** so that parents can see this and support.
- Live lessons will be provided once each week where possible to provide feedback and give support.
- Hard copies of learning will be available for collection from reception for any student unable to access the learning remotely.

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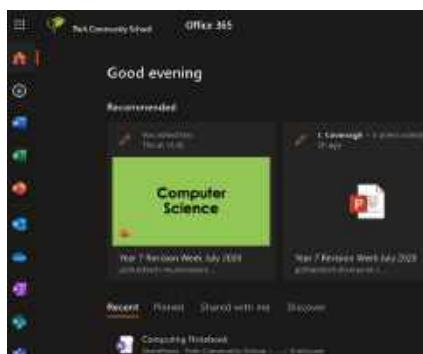
Accessing Learning from home

Go to: www.office.com or <https://pcshantssch.sharepoint.com/sites/students>



Use your full email address and password to login.

Once you have logged in you will have a menu of tools available. Some of the important apps are shown below:



App	Description
	These can be downloaded on your phone
	Word – used for word processing (writing essays and reports)
	Excel – used for spreadsheets to capture and analyse data
	PowerPoint – used for presentations
	Outlook – for email and calendars
	OneDrive – to store and share files
	Teams – to access classwork and assignments You will find home learning here!

Reading Plus

Reading Plus – A Guide

All students read everyday at Park. They must carry their reading book with them all of the time. Our school is using the Reading Plus program to help your child become a better reader. Reading Plus helps children develop the skills they need to be proficient readers and lifelong learners. Through regular Reading Plus practice, reading will become easier, comprehension will increase, and your child will make meaningful connections between what they are reading and what they are learning.

To learn more about Reading Plus, visit <https://www.readingplus.com/>.

Your child can complete Reading Plus assignments outside of school on a computer or tablet that has internet access. The program will keep track of assignments completed each week as well as your child's progress toward the overall lesson goals.

Assignments are set weekly and you can encourage your child to complete additional lessons in Reading Plus if they complete the weekly assignment.

Please contact your child's English teacher if you need help or have any questions.

How to Log In:

Step 1 - Go to <https://login.readingplus.com/>

Step 2 - Press the Student Login button

Step 3 - Enter Site Code: **rpparkc**

Step 4 - Type Username and Password: your child has been given these - they can be resent by their English teacher if required

How to Check Your Child's Work:

Log in to your child's Reading Plus account (as described above) to access your child's Dashboard.



Learn more about each section of the student dashboard by either clicking on the Parents link at the top of the screen or by clicking on the Help Icons (?) found throughout the Dashboard.

Staying in Touch

By working in partnership together we will help your children achieve their best. We communicate with you in the following ways:

- **Email and Classcharts app:** Please download the app and check your email regularly. This is the main way through which we communicate day to day information with you. All letters are sent electronically. If you have any queries or changes please email: info@pcs.hants.sch.uk
- **Facebook:** Please follow our Facebook page. We use this to share communications we have emailed, remind parents of important dates and celebrate successes. [@ParkCommunitySchoolNews](#)
- **Phone calls:** We will ring you when we need to discuss your child if there are any concerns or requests for support.
- **Home visits:** We make home visits to any families we are supporting or if there are attendance concerns. Please let us know if your child is going to be absent and the reason for this otherwise we will visit your home to check all is ok.
- **Website:** Our website is updated with any letters, curriculum information and reminders. If you are unsure of anything check there.
<https://www.pcs.hants.sch.uk/>

We will text and email you individually linked to absence or information relating directly to your child. For whole school or Year group communications we use:

- Fortnightly newsletters
- Email

Need to contact us?

In the first instance please contact your child's tutor.

**Please make sure we have an accurate email address for you
and that you have downloaded the Classcharts app.**

**These are the main ways in which we will communicate with you.
Please check both regularly for communications.**

Dates to Remember

Friday 2 September	Year 7 only
Monday 5 September	Phased entry by Year group
Monday 19 September - Friday 23 September	Year 7 Testing Week
Wednesday 28 September	Open Evening
Thursday 13 October	Year 7 & 11 Parents Evening
Thursday 20 & Friday 21 October	School will be closed to students
Monday 24 October to Friday 28 October	Half Term Holiday
Monday 31 October	Return to School
Monday 31 October to Friday 11 November	Year 11 Mock Fortnight
Monday 14 November to Friday 18 November	Year 10 Testing Week
Friday 25 November	School will be closed to students
Monday 5 December to Friday 9 December	Year 7-9 Testing Week
Friday 16 December	Break up for Christmas Holidays
Tuesday 3 January	First Day of Term

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Parents' Calendar 2022-2023

PROVISIONAL Park Community School - Parents' Calendar 2022-2023

Autumn Term 2022																		
	September				October				November				December					
Week	A	B	A	B	A	B	A	B	B	A	B	A	B	B	A	B		
Monday	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26	
Tuesday	6	13	20	27	4	11	19	25	1	8	15	22	29	6	13	20	27	
Wednesday	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	27	
Thursday	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	
Friday	2	9	16	23	30	7	14	21	28	4	11	18	25	2	9	16	23	
Saturday	3	10	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	
Sunday	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	

Spring Term 2023																		
	January				February				March				April					
Week	A	B	A	B	A	B	A	B	B	A	B	A	B				A	B
Monday	2	9	16	23	30	6	13	20	27	6	13	20	27	3	10	17	24	
Tuesday	3	10	17	24	31	7	14	21	28	7	14	21	28	4	11	18	25	
Wednesday	4	11	18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	
Thursday	5	12	19	26	2	9	16	23	2	9	16	23	30	6	13	20	27	
Friday	6	13	20	27	3	10	17	24	3	10	17	24	31	7	14	21	28	
Saturday	7	14	21	28	4	11	18	25	4	11	18	25		1	8	15	22	
Sunday	1	8	15	22	29	5	12	19	26	5	12	19	26	2	9	16	23	

Summer Term 2023																		
	May				June				July				August					
Week	A	B	A	B	A	B	A	B	A	B	A	B						
Monday	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28
Tuesday	2	9	16	23	30	6	13	20	27	4	11	18	25		1	8	15	22
Wednesday	3	10	17	24	31	7	14	21	28	5	12	19	26		2	9	16	23
Thursday	4	11	18	25	1	8	15	22	29	6	13	20	27		3	10	17	24
Friday	5	12	19	26	2	9	16	23	30	7	14	21	28		4	11	18	25
Saturday	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	29	26	
Sunday	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	

School closed to students																		
School holidays																		
Parents Evenings: Years 7 & 11 on 13 October, Years 8 & 10 on 12 January, Year 9 on 30 March																		
Student Review Days: Years 8 to 11 on 2 September, All Years on 9 February																		

FAQs

1. When do all children return full time to Park Community School?

The first day for students will be:

Friday 2 September, Year 7 only, start at 8.30am

Monday 5 September, all other years start at staggered times throughout the day.

The first week will include induction sessions in school life, tests and lessons. Staff will be in school before then making sure we are ready.

2. What time does my child have to be in school from September?

Children need to be on the school site at 8.25am for registration at 8.30am. Children who are more than 15 minutes late will not be able to enter school because staff will not be available to escort them after that time. If you have a medical appointment then school should be informed and we will make special arrangements to escort the child to their class. An appointment card should be sent in with your child when they come to school.

3. How will school communicate with me?

We will continue to send all school communications via email and urgent messages via text. It is essential that we have an up to date email address for you and that you regularly check this. These communications appear on the Classcharts app which allows you to see a range of information about your child, including their timetable and attendance.

4. Can my child bring a packed lunch in?

Yes. School meals will have a different system where some students will get food from the restaurant and some will use our catering trailer each day in order to keep year groups separate. Please avoid sending your child in with cash where possible and upload any money required for purchasing food via Tucasi – the online payment system.

5. Will breakfast be offered?

Yes. This will run from 7:45am to 8:25am for breakfast with children encouraged to sit in year group areas in the restaurant or outside.

6. What about uniform?

All students will be required to wear the full school uniform, including their blazer and black shoes; we will provide a new tie at the start of term.

7. What equipment will they need?

Students will need to bring a rucksack to school and keep their own equipment.

This must include:

- A pencil case
- Black pen
- Pencil
- Rubber
- Ruler
- Protractor
- Green pen

All equipment should be clearly labelled and held in a named pencil case. Students in Years 7 and 8 must also bring in a reading book. We will issue a student planner to all students on their first day; this will also form part of the essential equipment.

8. Does my child need a PE kit?

Yes. They should bring in their PE kit on the days they have timetabled PE.

9. Does my child need a school bag?

Yes. All students should have a sensible bag to take equipment including books to and from school. Lockers are available

10. How will homework be set?

Homework will always be set for students via Teams and this will also be visible for parents on the Classcharts app. This means you can see what they are expected to do at home. Homework will be more important than ever. Please make sure you know your child's log on details.

11. What happens if my child misbehaves?

Teachers will use our behaviour system if a student disrupts learning within a classroom and will aim to re-track the student so they can remain in the school and learn.

However, if a student is unable to follow school rules, or if they behave in a way that means they are not safe to be in school, the student will be isolated and you will be expected to attend school for meeting on this day.

I have a question which has not been covered here. Who can I ask?

If there is a question you think we have not covered, please email us on:

info@pcs.hants.sch.uk

or contact your child's Head of House:

Green House:

Mrs Wilson

h.wilson@pcs.hants.sch.uk

Red House:

Mr Penlington

t.penlington@pcs.hants.sch.uk

Blue House

Mr Chapman

j.chapman@pcs.hants.sch.uk

Signing up to Class Charts

1. Select [Sign up](#) from the main page and fill in the form provided. Enter your [parent code](#) into the [Access code](#) field.

Please note: Your Access Code is **not** the same as your password. The access code is only needed for the initial sign up.

LOG IN [SIGN UP](#)

Email address
example@edukey.co.uk

Access code (provided by school)
ABC123

Name
Example parent

Password

Re-type password

2. Click on the [Sign up](#) button below the form.

[SIGN UP](#)

3. Confirm the pupil's date of birth when prompted. Click on the [Date of Birth](#) field and use the date picker to enter the correct date.

Date of birth confirmation

To confirm you are the parent / guardian, please enter your child's date of birth.

Date of Birth
06/04/2007

[OK](#) [CANCEL](#)

4. A confirmation message will appear, indicating that the sign up process is complete. Verify your email address to continue.

You have successfully signed up.

much
more^{than}
just a **school**

