**Appendix E - Notes on Student Planners**

All students receive a planner at the beginning of the year and must pay for replacements. The planner contains the following information:

* Timetable/homework timetable
* Progress chart/records (academic)
* Housekeeping information regarding uniform, etc.
* Attendance record
* School day/term dates
* School aims
* **Expectations – of behaviour, organisation and work**
* **Code of conduct – Attitude to work, respect, fairness**
* **House contest**
* **Sanctions**
* Computer rules and e-safety
* **Anti-bullying policy**
* **Behaviour monitoring/credits system**
* Subject info (maps, conversion tables, language vocabulary, etc.)