

RIGHTS, RESPECT AND RESPONSIBILITY GROUP

The Rights, Respect and Responsibility Group is a democratically elected group separate from the School Council and tasked with the job of leading the development of a Rights Respecting Learning Environment for all teachers and students. It focuses on Human Rights issues, especially those based on the United Nations Charter of Children's Rights. The school has been awarded Rights Respecting School Status Level 1 and only the second secondary school in the UK to have achieved this honour. The group now intends to work towards achieving Level 2 status. The Group which is chaired by a Deputy Head will on occasions, report to the school Governing Body, the Senior Leadership Team and the School Council. One of its remits is to build partnerships with schools both locally and internationally. Recently representatives from the Group visited our partner school in South Africa for a week. Minutes of meetings are displayed on the notice board near Student Reception.

PROGRESS REVIEW

This arrangement provides students and parents with the opportunity to discuss progress and set targets with the tutor. These meetings take place on a Monday between 3.00 pm and 3.40 pm and last approximately fifteen minutes for each student.

Parents are invited to attend. At the end of the meeting a written Action Plan is agreed including date(s) for review. The targets are summarised in the Student Organiser.

All parents will be invited to a subject consultation evening. Parents are encouraged to contact school to discuss any concerns relating to the well-being of their child.

COMMUNICATION

Student Organiser

The Student Organiser provides a record of information for the student and is required by the student throughout the day. It reminds the student of the Study Code and how to apply it. It provides a record of the daily timetable and homework timetable. It outlines the school rules. It also provides an essential means of communication between teachers and parents, and a record of the student's personal targets agreed at Progress Review. The Student Organiser is used for recording detentions. Blank spaces and notes pages are kept for communication between teachers and parents. Parents are required to check and sign the Student Organiser every week as agreed in the Home School Agreement.

A new Student Organiser is issued at the start of each academic year. If it is lost during the year the student is expected to replace it at his or her own cost (£3.00).

CORRESPONDENCE

Parents will be kept informed about significant successes, issues and developments through a variety of means including, Newsletters, The Virtual Learning Environment, letters home, presentations and telephone calls.

The majority of letters sent home to parents will be via the students. A note of 'Letters Home' is made in the Student Organiser. Letters of a more confidential nature will be posted.

Parents can also access correspondence through 'ParentMail'. Even with the best will in the world, "letters home" may go astray or lie forgotten at the bottom of a student's bag. For this reason a service called ParentMail has been set up here in school. This is an Email/Bulletin Board system aimed specifically at parents with access to the Internet, Parents can take advantage of this free service by clicking the link on the School's website (www.portchester.hants.sch.uk) under "Parents" and following the simple registration process – all you need to know is the School's post code: PO16 9BD.