

Pupil Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

	RESPONSIBILITIES OF HOOK JUNIOR SCHOOL	RESPONSIBILITIES OF PARENTS/CARERS	RESPONSIBILITIES OF OUR PUPILS
Attendance & Punctuality	<ul style="list-style-type: none"> <li>Provide a safe, nurturing learning environment for your child to attend.</li> <li>Care for your child's safety and happiness.</li> <li>Monitor your child's punctuality and attendance in line with their achievement, behaviour and wellbeing.</li> <li>Inform you when there are concerns about your child's attendance and punctuality.</li> </ul>	<ul style="list-style-type: none"> <li>Make sure my child arrives at school on time, correctly dressed in school uniform and ready for the day ahead.</li> <li>Fully support the school Attendance Policy. Avoid taking holidays or days out during the school term. Seek authority from the Headteacher for any absences.</li> <li>Contact the school each day of my child's absence.</li> <li>Make arrangements for my child's safe journey to and from school and ensure that they are collected on time at the end of the day.</li> </ul>	<ul style="list-style-type: none"> <li>Come to school every day on time.</li> </ul>
Uniform	<ul style="list-style-type: none"> <li>Offer a cost-effective, easily accessible school uniform which promotes a sense of pride community and belonging.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure my child attends school in the correct school uniform and shoes</li> <li>Ensure my child's school uniform and PE kit is smart and clean.</li> <li>Ensure my child has the correct PE kit</li> </ul>	<ul style="list-style-type: none"> <li>Wear my school uniform and school shoes.</li> <li>Wear the correct school PE kit.</li> </ul>
Home/School	<ul style="list-style-type: none"> <li>Work together in constructive partnership with parents and carers for the benefit of their child</li> <li>Set your child regular Home Learning tasks, including reading, times tables, spellings, maths and literacy work.</li> <li>Keep you informed of your child's progress, learning and well-being, through meetings, learning consultations, parents' evenings and an annual written report.</li> <li>Keep you informed about general school matters through regular communication.</li> <li>Contact you as soon as possible if we are concerned about your child's progress, behaviour, attendance or well-being.</li> <li>Respond to you as soon as possible if you contact us.</li> </ul>	<ul style="list-style-type: none"> <li>Support my child to complete their Home Learning Activities - maths, literacy and spelling and regularly listening to reading, ensuring they are all completed on time.</li> <li>Ensure that my child reads every night and that their reading record is completed, signed and returned to school.</li> <li>Ensure that the school is informed immediately of any change to contact details..</li> <li>Attend learning consultations and discussions about my child's progress, achievement and social development.</li> <li>Reply to any school correspondence.</li> <li>Ensure that no negative, personal or adverse comments about children, staff or the school are posted on any social networks/websites, including Facebook.</li> <li>Be respectful and considerate towards all members of the school and the local community.</li> </ul>	<ul style="list-style-type: none"> <li>Bring everything I need to school on the day it is required.</li> <li>Look after any books or other school property that I borrow.</li> <li>Complete my home learning – spelling, times tables, maths and literacy, on time and return it completed to school.</li> <li>Read daily at home and record what I have done in my reading record.</li> <li>Tell an adult if something is making me sad or angry.</li> <li>Tell a teacher or someone at home if I find my work difficult.</li> </ul>
Effort	<ul style="list-style-type: none"> <li>Plan a meaningful, enjoyable curriculum that engages children, meets their different needs and motivates them to learn.</li> <li>Encourage and motivate children to always do their best and enable them to achieve their best in all areas of learning</li> <li>Provide a range of extra-curricular activities designed to enrich your child's school experience.</li> <li>Enable your child to understand that success and achievement can come with effort.</li> </ul>	<ul style="list-style-type: none"> <li>Speak to school staff about any concerns or circumstances that might affect my child's work, attitude or behaviour.</li> <li>Help my child to be healthy in mind and body.</li> <li>Help my child to understand that success and achievement can come with effort.</li> </ul>	<ul style="list-style-type: none"> <li>Always try my best and work to my full potential in all aspects of my learning.</li> </ul>

Behaviour	<ul style="list-style-type: none"> <li>• Have high expectations for work and behaviour, fostering respectful relationships and helping to develop a sense of rights and responsibilities.</li> <li>• Implement positive behaviour management strategies and develop a policy that supports this.</li> <li>• Develop children socially, morally, spiritually and culturally within the school values and British Values</li> </ul>	<ul style="list-style-type: none"> <li>• Support my child's education at Hook Junior School under its values and policies by encouraging high standards, a positive attitude and good behaviour.</li> </ul>	<ul style="list-style-type: none"> <li>• Be a good ambassador for the school by obeying the school rules both in school, during extra-curricular activities and while on off-site activities: <ul style="list-style-type: none"> <li>- Be gentle</li> <li>- Be kind and helpful</li> <li>- Work hard</li> <li>- Look after property</li> <li>- Be respectful to all adults and each other</li> <li>- Listen to others</li> <li>- Be honest</li> <li>- Be polite</li> </ul> </li> </ul>
	Signed (Headteacher) _____  Date _____	Signed (Parent/Carer ) _____  Date _____	Signed (Pupil) _____  Date _____