



Monday 8<sup>th</sup> December 2025

Dear Parents and Carers,

## Re: Increasing Expectations

Given that a core part of our ethos at Gosford Hill School is to ensure that we can “be the best we can be”, we are constantly striving to develop and refine our practices to further develop high quality experience that our students receive and rightly deserve. In light of this, this letter contains some information on the next round of refinements as we move towards the new year.

### Student Support

Our Student Support team offers a crucial provision for our students, fundamentally based on ensuring that we do everything possible to support students to remain in lessons and maximise their learning time. The services that Student Support provides should be accessed before school, at breaktime, lunchtime and afterschool. Please remind your child(ren) that at all other times, they should be in their timetabled lesson or student development time.

In particular, please can you remind your child(ren) of the importance of the following:

- The need to bring a water bottle to school and fill it up at break and lunchtime.
- The need to check their timetable each day from the student portal on their Chromebooks, or a printed version.
- The importance of punctuality, visiting Student Support during break or lunchtime if necessary, not waiting until the movement bell rings before visiting.

### Internal Truancy

We are disappointed to have seen an increase in the number of students on site, but truanting their lessons. For us, this is clearly defined as a student who doing any of the following:

- Choosing not to attend lessons, without seeking or accepting support.
- Choosing not to attend lessons and deliberately being out of bounds.
- Leaving a lesson without permission.
- Not returning to their lesson after accepting support.

Teaching staff report truancy by identifying students not in their lesson who have been previously marked present that day. Our Attendance Team also monitors truancy through our register systems.

Where a student has been marked as truancy, staff who are available ‘on duty’ will aim to locate the student and offer support. It is important to note that this support may look different depending on the



student and their individual needs. Ultimately, the student will be asked to engage with the support available. If they refuse to accept this support, this is clearly defined as truancy. In many cases, the member of staff on duty is likely to engage with parents/carers via the phone, including asking them to speak to their child if appropriate.

As part of raising expectations in this area, from Monday 8th December, incidents of truancy will be sanctioned via a **one-hour afterschool detention the following day**. Parents/carers, and the student will be notified of this just after 5:00pm each day.

When a student persistently truants on more than one occasion in a day, the sanction will escalate to internal or in the cases of extreme persistent truancy an external fixed term suspension.

### Toilets

Our stance on the use of toilets during learning time is in line with that of most schools across the country; we discourage use of toilets unless a student has a genuine medical need or on rare occasions. This is because we value learning time and recognise the disruption that time away from learning causes to the individual student and the remainder of the class.

At the start of the academic year, we moved to a model of only using a single toilet cubicle based at Student Support during lesson times. Following feedback from students and staff, from Monday 8th December, we have taken the decision to return to using the main toilet blocks for students who must leave during lesson time and have permission from their classroom teacher. The classroom teacher will issue the student with a 'yellow out of class lanyard' and they should travel immediately to and from the main toilets. Students found to be unduly waiting in these areas or taking excessive time away from their learning will be challenged by staff on duty around the school.

As always, we are incredibly grateful to our students and the whole community, who generally meet our high expectations, set for the benefit of our students and their successes. As we enter the second week of December, our 15 days of positivity as part of our Christmas Countdown continues and we are looking forward to many rewarding opportunities in the final weeks of term.

Yours faithfully,

N. J. Sellars

Nigel J. Sellars  
Headteacher

Mr C Bateman  
Deputy Headteacher