



12 July 2023

Dear parents and carers

As usual at this time of year I am writing to inform you of the arrangements for the start of term in September and to provide you with the term dates for next year. I have also included information about the requirements relating to school uniform.

Collection of examination results:

A Level and other Level 3 results are available for collection on **17 August 2023**. All results can be collected from 10am in the **Main Hall**. Mrs Heward and Miss Rudling can be located and will be available in F3 should you wish to speak to her.

GCSE results and other Level 2 qualifications are available for collection on **24 August 2023** in the **Main Hall**. Year 11 can collect results from 10am – 1pm and Year 9 & 10 students can collect results from 11am – 1pm. Mrs Harley and Mr Mc Kay can be located and will be available in F3 should you wish to speak to them.

Please note that any results not collected by 1pm will be posted if envelopes have been provided or they will remain in school until the start of the new term.

Any Y11 and Sixth Form Students expecting to leave school for other education establishments or employment, should send in an A4 (300mm x210mm) **stamped addressed envelope** so that all certificates can be posted to them at the end of November. This does not apply to any students remaining in school next year. A collection box will be available in the Main Hall on results days.

Leavers' Books will be available for collection at the same time as students collect their examination results.

Term starts for students on **Tuesday 5 September 2023** and I have outlined the programme for each year group for the first week back below.

Start of term arrangements:

Friday 1 and Monday 4 September

These are Inset Days for staff

Tuesday 5 September 2023

Term starts for students

Rumballs Road
Hemel Hempstead
Hertfordshire
HP3 8JB

Main School: 01442 217277
Fax: 01442 233098

Pupil Absence please call

Year 7 01442 205760
Year 8 01442 205758
Year 9 01442 205707
Year 10 01442 205706
Year 11 01442 205703
Year 12 01442 205720

Social Media

PE @LongdeanPE
Science @LongdeanScience
History @LongdeanHistory
Film Studies @LongdeanFilm



Year 12 students are in school for an assembly in the Main Hall at 9.30am and they will then remain in school to finalise their timetables. When this is done they are permitted to leave.

8.30am – Year 7 start

Year 7 will go to the Main Hall where tutors will collect them and take them to form bases where they will have an extended registration period.

9.50am – Year 7 break

10.10am – Year 7 in normal lessons and DEAR

Wednesday 6 September onwards

8.30am - Normal start time and normal lessons for Years 7, 8, 9, 10, 11, 12 & 13. **Registration will however be extended to 9.15am for all students.**

Please note that from 5-8 September, Year 7 will have an early lunch at midday. They will be escorted to the canteen by class teachers.

Timings of the school day

I have outlined these below for all parents and students.

	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13
8.30 – 8.50	Form	Form	Form	Form	Form	Form	Form
8.50 – 9.50	P1	P1	P1	P1	P1	P1	P1
9.50 – 10.10	Break	Break	P2	P2	P2	P2	P2
10.10 – 10.50	P2	P2	Break	Break	Break	Break	Break
10.50 – 11.10							
11.10-12.10	P3	P3	P3	P3	P3	P3	P3
12.10 - 12.50	Lunch	Lunch	P4	P4	P4	P4	P4
12.50-1.50	P4	P4	Lunch	Lunch	Lunch	Lunch	Lunch
1.10 – 1.50							
1.50 – 2.10	DEAR	DEAR	DEAR	DEAR	DEAR	DEAR	DEAR
2.10-3.10	P5	P5	P5	P5	P5	P5	P5

Drop Everything and Read (DEAR)

From September we will be able to have the whole school engaged in DEAR. Students will return to their form bases for this period and they must have a book to read at this time.

Expected school equipment

As a minimum all students are expected to have the following equipment for every lesson. Tutors will check equipment in registration and DEAR times.

- Appropriate school bag large enough for books and files
- 2 pens
- 2 pencils
- Ruler
- Protractor
- Compass
- Calculator
- Rubber

If students have signed up to the laptop scheme this device should be in school for all lessons every day.

Autumn Term uniform and PE Kit

As always at the start of a new term I remind parents of the dress code and PE requirements. These are all outlined below. We will continue to allow students to wear PE Kit on the days they have PE lessons but all items of PE Kit must be those linked to Longdean School, otherwise students will be directed to wear school uniform and to get changed for PE.

Students must wear:

1. School shoes or ankle boots, for example Doc Martens and Kicker boots, that can be **polished**, not black trainers, backless shoes, Leather Vans, Leather Converse, Uggs or plimsolls.
2. No jewellery apart from a small stud in each ear and a watch. This means no bracelets or facial piercings, such as tongue, eyebrow, cheek, nose or lip. A clear, plastic retainer to cover a nose piercing is acceptable. **We have noticed an increase in the amount of inappropriate jewellery being worn by students. If students wear unacceptable items they risk being removed from lessons and placed in isolation.**
3. A school tie with the house stripe on. Key Stage 3 ties have one stripe and Key Stage 4 have two stripes.
4. Shirts with top buttons. Some students have worn blouses or shirts without a top button which means the tie cannot be worn properly.
5. The School blazer with the school badge and not a version of the blazer. This can be purchased through our uniform providers. A school hoodie must not be worn in place of a blazer.
6. Black v neck sweaters and not cardigans. The black v neck sweater is optional and should not be worn instead of a blazer. **Hoodies are not permitted at all on the school site unless they are the Longdean PE hoodie worn on the day students have PE lessons. If a student wears a hoodie to school it must be removed at the gate. Hoodies will be confiscated if seen on the premises.**
7. Tailored trousers – not leggings, denim, narrow legged or skin tight. These should also cover the student's shoes and not be cropped.

8. Tailored skirts that are knee length. They must not be made of stretchy material or be tight fitting. Skater skirts are also not acceptable.
9. White, grey or black socks and not multi-coloured socks. These must not be worn over tights but instead of them.
10. House badges or school badges only e.g. house captain, form rep or prefect.
11. Coats in colder weather. Coats can be worn in corridors and the canteen but must be removed in classrooms, and teaching spaces.
12. Headphones are only to be seen in classroom spaces if directed by a teacher. They will be confiscated if seen in any other spaces at any other time. This applies to all students in all years. Post 16 students are also allowed to use them in their own study areas or in the canteen during lessons.
13. Some Muslim students choose to wear a headscarf, Jilbab or a Kameez. Students who choose to wear this should select a plain black one and must still wear a shirt, tie and blazer.

It should also be noted that students are only allowed minimal, discreet, make-up. Nail varnish, false nails, false eyelashes and unnatural colours in their hair are not permitted. If students persist in wearing these items we will consider removing them from lessons.

Inappropriate items will be confiscated and handed in at the office for a parent to collect. Students will also be entered into detention for violations of this dress code.

Can I also take this opportunity to remind students and parents about **PE kit**.

Students must wear items from the following list

Students must wear one of the school specified shorts, leggings or tracksuit bottoms along with the school navy PE t-shirt. White sports socks or trainer socks must be worn. School football socks are also available should you wish to wear them. Optional school hoodie and weatherproof smock are also available. Suitable sports trainers of your choice are also required. Students must not wear Converse style baseball boots as these are not appropriate for PE lessons. Please note that hoodies will not be allowed to be worn when playing rugby for safety reasons. Boots must be worn for activities on the field such as football and rugby. Parents only need to purchase a single pair of boots and we would advise you to purchase the bladed style of boot as this can be worn on both the artificial pitch and the field.

All Longdean PE kit is available for purchase at Peter Spivey sports shop in Hemel Hempstead town centre and through Stevensons. Initialling of garments is also available in the shop at a small additional cost. Ordering on the following website is also possible.

www.spivey4schools.com/longdean-school

Post 16 students have a separate dress code and they have been made aware of this as part of their induction and in their contract. However, as a reminder I have outlined it below:

- Office wear
- Smart trousers (suit trousers/chinos).
- Smart skirts (formal appearance/tailored)
- Shirts (tie optional)
- Tops must be long enough to cover midriffs. No strappy tops. No t-shirts or polo shirts.
- Smart jumpers and cardigans to include roll/turtle necks – no sports jumpers/sweatshirts, hoodies, large logos. No over-sized jumpers.
- Tights – dark coloured. No patterns and holes.
- Shoes/boots – polishable. Need to be appropriate for the office.
- Longdean sportswear for CTEC Sport students. All others need sportswear of similar colours – blue/black/dark grey. No big logos.
- Natural make-up, jewellery and nail varnish are allowed, but hair is still required to be a natural colour. Facial piercings must be restricted to one small nose stud (not hoop).

Sixth Form students must also wear their lanyards and ID cards at all times.

If a student does not have the correct uniform or PE Kit, we ask that you provide a note to explain and we will then make a decision as to what we should do. A note only provides us with the information, it does not give permission for a student to be out of uniform and, therefore, the note can only stand for 48 hours unless there is a financial or medical implication. If it is necessary we will send students home to change into the correct uniform or ask a relative to bring it to school. If a student's uniform is particularly poor or no note is received from home we will withdraw them from lessons and isolate them until the issues are resolved. This is the same for any facial piercings. We also reserve the right to not permit students into examinations if they are not in correct uniform and do not have a note from home.

We believe good uniform supports a good attitude to learning and that is why we have high expectations. We believe that all students should be able to follow simple school rules and so we will enforce these sanctions if need be, but you can imagine how much easier it is for everyone if students do not break the rules and we do not have to give sanctions. The Home School Agreement signed by the school, your child and yourself endorses the expectation for all of us to support the school dress code.

I am sure you will understand the School's continued drive for high standards and the need for clarity of rules, but please do not hesitate to contact me should you have any concerns, as we are always reviewing our practice.

Yours faithfully,



Graham Cunningham
Headteacher