



Notre Dame Plymouth

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Headteacher: Mrs Katherine White

Notre Dame educates the whole person: Head, Heart and Hands

2nd October 2018

Dear Parents/Carers,

As we begin a new academic year we'd like to welcome you all back and officially welcome our new Y7 and Y12 students and parents/carers to Notre Dame.

Our new students have settled in very well and we hope they continue to enjoy their time at Notre Dame whilst embracing the ethos of the school and all that a secondary school career has to offer. We have plenty of clubs for all students to join at lunch times and after-school. All P.E and other club timetables are listed on our website, follow the 'Curriculum' then 'Extra-curricular' tabs.

We said goodbye to members of staff from departments across the school in July and wish them well in their new roles and on their exciting new adventures. An official welcome to our new members of staff who joined us in September; Mr Barraclough and Miss Burghall in Science, Mrs Cowd in English, Miss Thorne, our new Apprentice Receptionist and Mr Young, a Post-16 Student Mentor for Computer Science.



GCSE and A Level Results 2018

In 2017 we were within the top 5 schools in Plymouth for Progress, this year we've moved up to be within the top 4! Congratulations to all of our students for their hard work and high aspirations which have helped them to achieve their own individual successes.

All of our A-Level students who applied for University have been placed and they will go on to study at a range of institutions across the U.K and in America. Courses include Veterinary Physiotherapy, Biomedical Sciences, Physics, Nursing, Midwifery, Law, Criminology, Drama and Theatre Studies, Acting, Exercise and Sports Sciences, Primary Education, Journalism.

Our vocational students again have achieved brilliant results in their chosen programmes and there are plenty of success stories at GCSE Level which show positive progress from the student's predicted grades at the point they join us based on KS2 results.

Progress 8 this year has improved and is currently at +0.01 with our Attainment 8 at 46.4.

Well done to all our students – we are so proud of you. Keep in touch, we love to hear from our alumni.

School Policies and Procedures

As we begin the new academic year, we'd like to take this opportunity to introduce and remind parents and students of our policies, practices and expectations for every student:

Parent-School Communication

Your daughter/son's tutor is your main and first port of call for any queries or concerns. They will be able to answer or solve the majority of your questions and will involve other or more senior members of staff as and when they see appropriate, using their professional judgement and experience. We would like to advise parent/carers that teaching staff have teaching timetables therefore it is usual that when trying to make contact with the tutor by telephone, you will need to leave a message. All of our support staff understand and appreciate the importance of such messages and will ensure that these get to tutors in a timely manner. Tutors will make calls at their earliest convenience but this may not be until the end of the day unless a safeguarding concern is identified. If email is your preferred method of contact, please note that our info@ndonline.org email address is monitored but usually only once a day so please do not send urgent messages or queries to this inbox.

Please look at your daughter's planner and school books regularly. The planner is a method of communication between tutors/subject teachers and parents/carers. Both parties are expected to sign the planner weekly to acknowledge homework entries and comments from staff, rewards received during lesson times are also documented in the planner. The 'Home-School Agreement' should be read and signed by you and your child.

Attendance

All students should attend school regularly, ideally every day, with a minimum attendance of 96%. Good attendance at school is so important and all evidence shows that this makes a great difference to the grades that your child will be able to achieve in their final exams. Medical and dental appointments should be made outside of school times where at all possible. If your child does have an appointment during school time, please write a note in her planner or ring us to inform us of the details including the time she needs to leave school. Your child should show the note to their teacher and will then be released to Student Services to sign out. If your child is unwell and unable to attend school, please ring us on each day of her absence to inform us of this. Our telephone number is: 01752 775101, please press 1 to leave a message for or speak to Miss Darragh, our Attendance Manager. Students who have suffered from a sickness bug should remain off school for 48 hours after the last symptoms have subsided. If you have any concerns or queries about attendance, please contact Miss Darragh who can be reached via telephone or email: attendance@ndonline.org

Punctuality is an important skill for your child to embed early on – this means arriving to tutorial and lessons on time, with the equipment needed for that lesson. This ensures a prompt start to the lesson, so all learners can benefit from an hour of well-planned teaching.

Mobile Phones

'Phone Zones' are places in the school that students are able to use their phones during break and lunch times; Sister J's, Culture Café and the Sunflower Café. Phones are forbidden at all times elsewhere around the school. This will create a safer environment for our school community and it will also create a more focused learner, ready for the next task and instruction in lesson times. Very occasionally a teacher may require a class to use phones for learning purposes.

Expectations During Lessons

Last year we introduced key '**non-negotiables**' for every student at Notre Dame to help to focus students on their lesson and learning to get the best possible outcomes. We've included them in this letter so you can be sure of what we expect from every student.

- 1. Arrive on time**, usually within three minutes of the bell, ensuring an orderly entry and exit.
- 2. Be ready to learn**. Enter the room and have the correct equipment for every lesson e.g. books, pens, ruler, calculators, PE kit. Use the toilet and water fountains at break and lunch time. Start work as soon as instructed by the member of staff. This could/should be immediately on arrival at the classroom. Be prepared for that.
- 3. Always try your best and be positive**. Learning takes time and effort and you should be challenged in every lesson. Remember if you can do all the work set straight away it isn't hard enough for you. Challenge yourself. You should struggle with the work at times and then seek solutions to overcome those struggles.
This is learning.
- 4. Take pride in your learning**. Books, folders etc. need to be looked after and presented to the highest of standards.
- 5. Bring your manners to school**. Speak to all staff and other students with respect. Hold the door open for others, knock on the door if late, remember to say 'please' and 'thank you'. Listen respectfully when others are talking – there should be no calling out or interrupting the teaching and learning of others.
- 6. Only use your phone in the 'phone zones'**. Do not use your phone in lessons and keep 'off-task' conversations for social times only. Focus on your own work and do not distract the learning of others.
- 7. Follow all seating arrangements and seating plans without question**. These will be planned based on your learning needs and the needs of others for that lesson.
- 8. Stay in your seat** unless instructed otherwise by a member of staff.
- 9. Don't eat or drink (with the exception of water) in lessons. Chewing gum is not permitted** and put all litter in the bin.

Uniform

Most of our students represent the school really well by wearing the correct uniform. We have received so many compliments of members of the public, parents and visitors to the school about how smart the new uniform for our Year 7 students is and we have to agree – they look fabulous!

To ensure our students maintain this positive image, they must adhere to our uniform policy. We check uniform every day and highlight and correct any discrepancies but please assist us in a zero tolerance approach against transgressions by ensuring your daughter wears the correct uniform to school every day. Our expectations are laid out clearly below and have been lifted from our Behaviour Policy. Chewing gum is not allowed under any circumstances and blazer sleeves should not be rolled up. Students should respect the policy and staff members by obliging quickly when asked to remove make-up, piercings and non-uniform items of clothing. The only permitted piercings are one stud in each lower ear lobe; all facial piercings are forbidden.

SCHOOL UNIFORM 2018-19

ALL students are expected to wear the correct uniform and for it to be kept neat and clean. The items are part of your daughter's school equipment and should be clearly labelled with her name. All items are available at the The Schoolwear Shop and Trutex.

For Year 7 - September 2018

Main Uniform:

Available from The Schoolwear Shop and Trutex only;

- Banner Signature blazer in Navy with school badge
- Banner Kelso Skirt in Holyrood Fabric, sitting on or just below the knee. Or;
- Banner Signature Girls Contemporary trouser in Navy.

Available from other retailers;

- A short-sleeved open necked White uniform blouse (plain style, no pocket)
- Navy or Black tights, or white ankle socks (trainer socks are not permitted)
- Plain flat black shoes (not boots or backless styles)

Optional:

- Navy or grey V-neck jumper

If an outdoor coat or jacket is worn it should be plain. Notre Dame P.E hoodies are only allowed in P.E

For Years 8 – 11 - September 2018

Main Uniform:

- Mid-black, knife-pleated, knee length skirt or black trousers (trutex style JWT 446)
- A short-sleeved open necked uniform blouse. (Colour by Year group)
- Black blazer and badge: compulsory for all students
- White or black socks or black tights (trainer socks may not be worn)
- Plain flat black shoes (not boots or backless styles)

Optional:

- Black cardigan or Black V-neck jumper

If an outdoor coat or jacket is worn it should be plain.

PE Uniform: For all year groups

- ND Sports Top with badge: compulsory for all students
- ND Sports Hoodie with badge: compulsory for all students
- Black sports bottoms (leggings, shorts or tracksuit)
- A pair of training shoes, suitable for Physical Education

Students' own equipment is encouraged for use during P.E. but must be named clearly and looked after by the student.

Jewellery – students may only wear a watch, one house band or charity band and a single plain stud in the lower lobe of each ear (less than 5 mm in diameter). **NO OTHER PIERCINGS ARE ALLOWED.**

NO jewellery is to be worn for P.E. All valuables are to be kept in the student's locker and are the student's responsibility.

Make-up is not allowed in Year 7 to 11: this includes nail varnish.

Hair

Hair should not be dyed in unnatural colours or patterns, or decorated.

Long hair must be tied back.

Hair bands, clips etc., must be plain.

Thank you for working with us so well to ensure that your daughter is prepared for school and attends with a positive attitude to learning. This can make such a big difference to the experience she will have at school and to the results she can achieve; not to mention the positive impact on her peers.

South West Celebrate Weekend

The South West Celebrate Weekend is being hosted at Notre Dame again this year and offers attendees a family friendly, faith-building experience for all. Previous weekend goers have described the event as "happy and uplifting". The Diocese support the organisation of the event and the Bishop encourages attendance from families. A bursary is available for those families who find it hard to meet the cost – for families whom this applies, they should apply through their Parish Priest. Booking details are on Page 4 of this letter.

2018-19 Theme

Our theme for this year is based on The Parable of the Mustard Seed, Mark 4:30-32:

³⁰Again he said, “What shall we say the kingdom of God is like, or what parable shall we use to describe it? ³¹It is like a mustard seed, which is the smallest of all seeds on earth. ³²Yet when planted, it grows and becomes the largest of all garden plants, with such big branches that the birds can perch in its shade.”



‘From the smallest of seeds...’

During our first whole school assembly we asked students to decide on a small change to enact in their lives – a mustard seed to plant! We encouraged them to pick something they were passionate about – whether it be school or home related. Staff have been challenged to do the same so when tutors follow up on your daughter’s progress throughout the year, perhaps she can ask them how they are also finding this small challenge.

Thank you to Father Oscar who said Mass for us during our ‘Opening of Year Mass’ on Wednesday 19th September and encouraged us all to think about the Mustard Seed parable; the power and greatness that one small change could make to ourselves and others around us. Mass involves quiet, prayerful moments to pause and think but students also enjoyed a lively sing-a-long to ‘Qu’il est Bon’, Roman Catholic students were invited to receive Holy Communion and all others to receive a blessing.



SOUTH WEST CELEBRATE WEEKEND

A joyful and faith-filled event for all the family!

13th/14th October
Notre Dame School, Looseleigh Lane, Plymouth PL6 5HN

Main Speakers: Maria Heath, Fr. Oscar Ardila, Charles Whitehead
Separate streams for children & young people
Lively worship, drama, a variety of workshops, family Mass

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Online booking now open (Prior booking essential)
More details: www.celebrateconference.org
Email: southwest@celebrateconference.org
Rebecca 01395 489902
Or Susanne 01803 606256
(Poster Erratum: 16 -22 Conference Fee should read: £15)

Parent View

We are due to be re-inspected by Ofsted this academic year and they will ask us to gather views of parents on the day of their inspection but we would be grateful if you could complete the very brief Parent View survey of 12 multiple choice questions online at this point to ensure we receive a high response rate. We do really hope that you are pleased with us and that you will support us by responding positively, but whatever your view is, it is important to gather it! If you have any concerns or queries, we would like for you to contact us so we can help to resolve any issues in a timely manner prior to you completing the survey.

To complete the Parent View survey:

- Visit www.parentview.ofsted.gov.uk
- Register or Log In
- If you are registering for the first time, they will send a link to your email address to create a new password
- They will ask you to enter your child’s school name
- Follow instructions on the screen to complete the survey



Yours sincerely,

K M White
Mrs K White
Headteacher

Important Dates for your diary



OCTOBER 2018

Thursday	11	Y7-14 Meet the Tutor (4 – 6pm, by appointment)
Mon-Fri	15-19	Y11 Work Experience Week
Thursday	18	Dimension Day 1 and Last Day of Term for Y7-13 (3.25pm Finish)
Friday	19	Non-Pupil Day (INSET Day for Staff Only)
Mon-Fri	22-26	October Half-Term Holiday
Monday	29	Autumn Term 2 (Term 2) Begins for all students

NOVEMBER 2018

Thursday	01	Parents Evening: Year 7 (3.45 – 6.15pm)
Thursday	08	Y11 Essentials Evening (4.30 – 6.30pm)
Thursday	22	Curie House Day
Thursday	22	Parents Evening: KS5 (3.45 – 6.15pm)
Thursday	29	ND Sixth Open Evening (4.30 – 6.30pm)

DECEMBER 2018

Tuesday	04	Y5 Primary Links English Experience Day
Thursday	06	Parents Evening: Year 9 (3.45 – 6.15pm)
Friday	07	Hepburn House Day
Wednesday	19	Awards Celebration (4 – 7pm)
Thursday	20	Christmas Concert (6.30 – 8.30pm)
Friday	21	Last Day of Term for Y7-13 (3.25pm Finish)
Mon-Fri	24 Dec-04 Jan	Christmas Holidays

JANUARY 2019

Monday	07	Spring Term 1 (Term 3) Begins for all students
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Term Dates 2018/2019 Academic Year

Autumn Term 1	4 Sept 2018	Non-pupil day STAFF ONLY
	5 Sept 2018	Y7 & Y12 only
	6 Sept 2018	School starts for remaining year groups
	19 Sept 2018	Early close for students 1.40pm (Open Evening Preparation)
	18 Oct 2018	Last day of term for students (3.25pm Finish)
	19 Oct 2018	Non-pupil day
	Holiday: 20 – 28 October 2018	
Autumn Term 2	29 Oct 2018	School starts for all
	21 Dec 2018	Last day of term for all (3.25pm Finish)
	Holiday: 22 December – 6 January 2019	
Spring Term 3	7 Jan 2019	School starts for all
	14 Feb 2019	Last day of term for students (3.25pm Finish)
	15 Feb 2019	Non-pupil day
	Holiday: 16 – 24 February 2019	
Spring Term 4	25 Feb 2019	School starts for all
	5 Apr 2019	Last day of term for all (3.25pm Finish)
	Holiday: 6 – 22 April 2019	
Summer Term 5	23 Apr 2019	School starts for all
	6 May 2019	School closed - Bank Holiday Monday
	24 May 2019	Last day of term for all (3.25pm Finish)
	Holiday: 25 May – 2 June 2019	
Summer Term 6	3 Jun 2019	School starts for all
	19 Jul 2019	Last day of term for all (3.25pm Finish)
	22/23 & 24 Jul 2019	Non-pupil days