



ELLESMERE PORT CATHOLIC HIGH SCHOOL

'I have come so that they may have life and have it to the full' John 10.10

2 April 2019

Dear Parent/ Guardian

I would like to thank parents, guardians, staff, students and governors for their continued hard work and support. Do please look at our school website <http://www.epchs.co.uk> to see the various activities and events from this term.

School closes on Friday 5 April for the Easter holidays. The School day for students will end at 1.00pm

The school office will be closed throughout the Easter holidays. However, we will be running some Easter Holiday intervention sessions and relevant students have been made aware of these.

The summer term starts on Tuesday 23 April.

Attached is a copy of the summer term dates for 2019 as well as some reminders to help us to have a smooth start to the new term. The term dates for 2019/20 are also attached. Could I please draw your attention to the Exam dates for the Year 11 and Sixth Form examinations.

Best wishes for a Good Easter holiday break with your family and community.

Yours sincerely

Mrs C Vile
Headteacher

Capenhurst Lane, Whitby, Ellesmere Port, Cheshire, CH65 7AQ
Tel: 0151 355 2373 Attendance Line: 0151 513 4453 Fax: 0151 355 7543
Email: admin@email.epchs.co.uk www.epchs.co.uk
Headteacher: Mrs C. Vile B.Ed. Hons



Please retain for future reference

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Exam dates 2019

Year 11 (GCSE) exam window – Monday 13 May – Tuesday 18 June

Year 12 and 13 (GCE) exam window – Monday 13 May – Wednesday 19 June

Attendance

If you are reporting a student late or absent please remember to telephone our Attendance Line (not the main school number). The Attendance Line telephone number is **0151 513 4453**.

In order to maintain high standards of attendance, please do your level best to make medical and other appointments for your son/daughter outside of school hours. Whenever possible, please send a note in advance. Absence for medical and dental appointments will be treated as authorised provided that confirmation is received in writing

If you send your child to school intending to try to make an urgent appointment please give them a note to that effect.

Holidays in term-time

The law has restricted a Head Teacher's ability to authorise holidays during term time. Head Teachers are only empowered to approve a leave of absence when it is requested in advance by the parent or guardian with whom the child resides and when circumstances of the requested leave are 'exceptional'. Parents/guardians requesting time off in term-time are required to complete a Leave of Absence Request Form (available from Reception, Student Services or via the website) and will be asked to attend a meeting with Headteacher.

Parents can be fined by the Local Authority for taking their child on holiday during term time without consent from the school through the Education Fixed Penalty Notice system.

Call-out Detentions

Please can I remind you of the school policy with regards call out detentions. If a child is removed from a lesson due to poor behaviour, then your child will be required to meet with the staff member that evening at 3pm, this will generally take about 10-15 minutes this forms part of our restorative approach. This gives the child the opportunity to catch up on any work missed and to discuss the removal with their class teacher to resolve the situation. Parents/guardians will be notified by phone or email if this is the case. Please can you ensure the school has all your up to date contact information.

Canteen information

Please could I ask you to top up your child's account before the end of term to avoid the rush on the first day back, or the possibility of forgetting to top up at the start of term.

Car Parking

The car park barrier operates between **8.15-3.30pm**. During these times parents will not have access to the school car park unless an appointment has been made to meet with a member of staff. You will be let through the barrier if you have been asked to collect your child if they are sick or if you are picking them up for an appointment during the day.

Please be considerate of residents and their parking spaces when using your vehicle to drop off and pick up from school. Please drop off/collect students at either end of Capenhurst Lane or at an alternative drop off/meeting point. This significantly eases congestion around the school.

Confiscated, lost and abandoned property and clothing

We have some lost property which has never been reclaimed. This includes watches, jewellery and clothing. These should be reclaimed before by 30 April. Non-reclaimed items will be donated to charity shops.

CCTV

CCTV is installed around the building outside and inside school to monitor the school buildings to provide a safe and secure environment for students, staff and visitors, and to prevent the loss or damage to school property. The school's CCTV Scheme is registered with the Information Commissioner under the terms of the Data Protection Act 1998 in accordance with GDPR. We have a CCTV policy which parents may view on the school website.

Mobile phones, personal music players and cameras

Mobile phones are not allowed to be used in school and will be confiscated if they are seen or heard during lessons or free time. Children might bring them into school but if seen or heard in school they will be confiscated by the member of staff and taken to Student Services.

School Uniform & Appearance

Thank you for your support in maintaining high standards of uniform this term. We appreciate your support in ensuring that your child has the highest expectations in terms of dress and behaviour. If we do have any concerns regarding uniform Heads of Year will always contact parents. Harvey and Tilly in the market stocks our uniform.

SHOES

Please ensure your child has suitable footwear for the start of the new term. Shoes must be flat, black or brown. Trainers or pumps are not acceptable as school shoes.

OUTDOOR COATS

Outdoor coats must be stored in lockers and not worn or carried around school.

BAGS

Please ensure that the backpacks your children use for school can take two A4 ring files and their PE kit.

COSMETICS

Make-up and nail varnish, fake nails, fake tan and hair colour/dressings are not allowed. Please help by ensuring that your child does not come to school wearing make-up and that they do not have it in their bags.

HAIR

Hair should be tidy hair without extremes of style throughout changing styles and fashions. We insist therefore that there are no wedges or steps and that hair is one natural colour. Hair spray and hair gel are not allowed for reasons of safety.

Please refer to the Uniform information on our school website should you be unsure about standards.

Ellesmere Port Catholic High School

Summer Term Dates – 2019

Summer 2019

Monday 22 April – Bank Holiday (School closed)

Tuesday 23 April - term starts

6 May – School closed - Bank holiday (School closed)

Friday 24 May – half term ends

27 May – 31 May - Half term break

Monday 3 June – half term starts

Friday 19 July – students’ last day in school

Monday 22 July - INSET Day — no students

Tuesday 23 July - INSET Day — no students

24 July – 3 September - Summer holiday

Return to school: Wednesday 4 September 2018

(INSET DAYS - Monday 2 & Tuesday 3 September 2018 – no students)

School Term Dates 2019-20

Autumn 2019	Spring 2020	Summer 2020
(INSET 2 & 3 September) Wednesday 4 September – Friday 25 October	Monday 6 January – Friday 14 February	Monday 20 April – Friday 22 May
Half Term: Monday 28 October – Friday 1 November	Half Term: Monday 17- Friday 21 February	Bank Holiday – Monday 4 May Half Term Monday 25 – Friday 29 May
Monday 4 November – Friday 20 December	Monday 24 February – Friday 3 April	Monday 1 June – Friday 17 July (INSET 20 July)
Christmas Holiday 21 December – 5 January	Easter Holiday 4 – 19 April	Summer Holiday 21 July – 31 August
Return to school: Tuesday 1 September 2020		

INSET days (staff only):

- Inset 1 Monday 2 September 2019
- Inset 2 Tuesday 3 September 2019
- Inset 3 Friday 11 October 2019
- Inset 4 Friday 22 November 2019
- Inset 5 Monday 20 July 20120