

PARENT & CARER GUIDE

Ofsted December 2019:

Leaders create a calm place of safety where students, previously 'switched off' from education, are now learning.



LETTER TO PARENTS AND CARERS.

Welcome to the Beacon Business Innovation Hub (BBIH).

We are delighted you have chosen to send your child to our School.

Our curriculum offers students various vocational and academic pathways in a range of subjects. All our courses have been chosen to maximise engagement, success and progression.

BBIH is part of the Beacon Multi-Academy Trust (BMAT). Being in a BMAT school will be very beneficial to your child, as we are able to draw on a range of re-sources, courses and progression routes that means every child can reach their potential.

We look forward to working closely with you over the coming weeks, months and years. We believe wholeheartedly in working collaboratively and in partnership with the families of our students. This ensures that your child will achieve.

This booklet will provide you with information about the school and will answer most of the questions that you will have.

If you require any further information, please do not hesitate to contact us.

Trevor Button
Principal | Beacon Business Innovation Hub

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KEY DATES 2022/23

Autumn 2022/23

Term	Monday 5 September - Thursday 20 October
Half Term	Monday 24 October - Friday 28 October
Term	Monday 31 October - Tuesday 20 December

Spring 2022/23

Term	Thursday 5 January - Friday 10 February
Half Term	Monday 13 February - Friday 17 February
Term	Monday 20 February - Friday 31 March

Summer 2022/23

Term	Monday 17 April - Friday 26 May
Half Term	Monday 29 May - Friday 2 June
Term	Monday 5 June - Friday 21 July

Inset Days / Bank Holidays (School closed to students)

- Friday 21 October
- Friday 25 November
- Monday 28 November
- Friday 27 January
- Monday 1 May
- Monday 8 May

Ofsted December 2019:

Leaders make sure that students are well prepared for the next stage of their education

The School Day

Breakfast Club	09:00 – 09:30
Period 1	09:30 – 10.20
Period 2	10.20 – 11:10
Break	11:10 – 11:30
Period 3	11:30 – 12:20
Period 4	12:20 – 13:10
Lunch	13:10 – 13:40
Registration	13:40 – 13:55
Period 5	13:55 – 14:45
Extra Curriculum	14:45 – 15:30

On Wednesdays Lunch will be from 12.20 to 1pm when Lesson 4 will start.

DRESS CODE

BBIH does not have a uniform. However we have guidelines on items young people can, and cannot, wear.

Non-Negotiable

- Students and staff need to wear their ID badge at all times.
- You cannot wear anything that could obscure your face in the building, including hoods and caps
- You cannot wear anything that could cause offensive to another person
- You cannot wear any item of clothing which is inappropriate for School including crop tops, very short skirts or shorts or inappropriate footwear

We would like all staff and students to be smartly dressed and in professional clothes. We expect all members of the School to be clean, modest and respectful.

As part of the course, such as Catering or Sports, young people may be required to wear different clothes. You will be informed by the course tutor.

Please note: The school reserves the right to send home to change without giving further notice to parents any students who arrive to school dressed inappropriately. This does not constitute exclusion. Any lateness as a result of being sent home to change will be treated as a matter of poor punctuality. Parents should therefore take seriously their responsibility to ensure that their children are dressed according to our dress code.

EQUIPMENT

We consider the following items essential for every young person to bring with them. If you would like them to have a locker, please ensure they bring a lock.

- Suitable school bag
- Pencil case
- Ball-point pens
- Ruler
- Pencils
- Rubber
- Pencil sharpener
- Calculator (preferably a 'scientific' one)
- Reading Book

COMMUNICATION

In order for your young person to be successful with us, it is essential we maintain effective communication during the time they are with us. We believe communication between parents, the School and any other agencies is essential to the success of a young person.

If you need to contact the School for any reason please use one of the following:

☎ 020 84184760

✉ admin@bbih.org

🌐 www.bbih.org

OUR EXPECTATIONS

We have incredibly high expectations of all staff, students and parents and carers.

In order for your young person to be successful we must all agree to adhere to the following:

Ofsted December 2019:

Teachers' knowledge and experience shine through.

BBIH WILL:

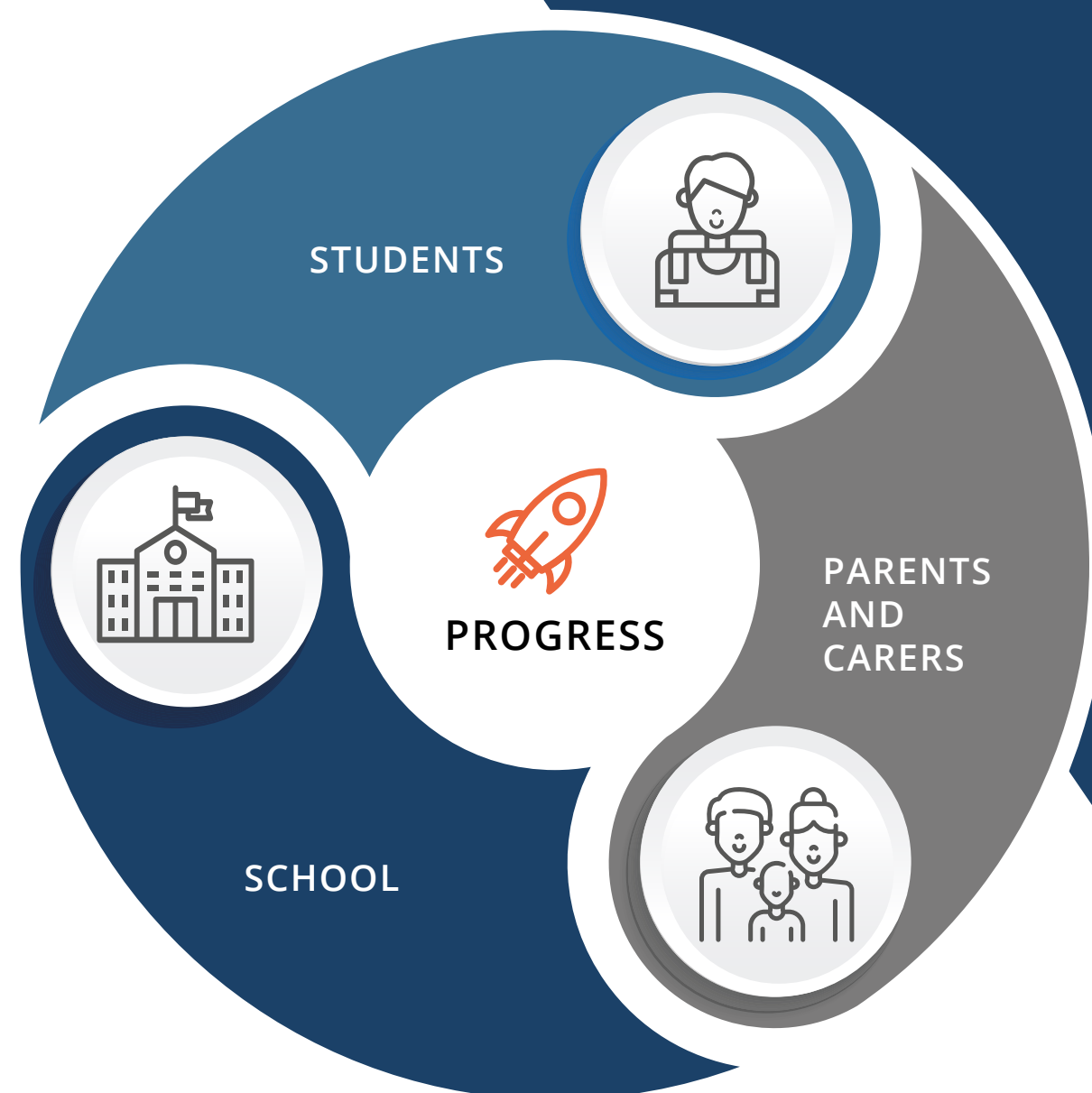
- Maximise achievement through personalised learning in a positive culture of respect and independence
- Contact parents/carers if there is a problem with attendance, punctuality, dress or equipment
- Let parents/carers know about any concerns or problems that affect their child's work or behaviour
- Set, mark and monitor homework and provide facilities for children to do homework in school
- Arrange parental consultations during which progress will be discussed and targets agreed

STUDENTS WILL:

- Try hard every day
- Attend school regularly and on time
- Bring the necessary books and equipment
- Adhere to the dress code and be tidy in appearance
- Complete all classwork and extra learning tasks on time
- Make the most of extra learning opportunities and be prepared to join in
- Be well-behaved at all times
- Show respect and consideration to others
- Care for and respect the school environment

Ofsted December 2019:

Parents and carers recognise everything leaders and staff do to support their children to achieve.



PARENTS AND CARERS WILL:

- Ensure their young person arrives at school regularly, on time and properly dressed and equipped
- Inform BBIH in writing of any reason for absence, in advance where possible or as soon as the student returns.
- Not take any unauthorised holidays during term-time
- Let BBIH know about any concerns or problems that might affect their young persons work or behaviour
- Communicate respectfully and appropriately with members of BBIH staff, at parents' evenings, school events and whenever I correspond with members of staff in person, via telephone or email, and in writing.
- Support the school's policies and guidelines for attendance and behaviour, including those relating to detention and exclusion
- Support with homework and other opportunities for independent study
- Attend parents' evenings and other school events, where possible
- Ensure their young person behaves appropriately when representing BBIH, including their journey to and from school.



ATTENDANCE AND PUNCTUALITY

Students' responsibilities

Parental Responsibilities

Staff responsibilities

School responsibilities

Procedures for monitoring

FAQ's

STUDENTS' RESPONSIBILITIES

- Students:**
- Should attend school and all of their lessons on time, equipped and ready to learn
 - Must ask parent to email or phone on each day of absence to the number or email above
 - Bring a note from parent to explain their absence on the day of their return
 - Must follow correct procedures and sign in when arriving late to school after the close of registers
 - Must sign out when leaving the school premises
 - Should discuss any problems concerning attendance with their tutor

PARENTAL RESPONSIBILITIES

- Parents and carers:**
- Should work closely with the school to resolve any problems which may impede their child's attendance
 - Are primarily responsible for ensuring that children attend and stay at school
 - Should ensure that their children arrive at school on time
 - Should avoid making non-emergency medical/dental appointments for their child during school hours
 - Should email or phone the school to inform of their child's absence on the first day, then for long term absence, regularly update and follow this up by writing a letter to the form tutor explaining why and when their child needs to be/has been absent
 - Should take family holidays during school holiday periods and be aware that requests for holidays during term time will be refused except in special/exceptional circumstances.

STAFF RESPONSIBILITIES

- Staff:**
- Will ensure that they accurately mark their registers using SIMS for each tutor time and lesson
 - Will ensure that they follow the school's attendance and lateness procedures
 - Can ask the Administration Team to call home during a lesson if a student has been present for a previous lesson Can ask the Attendance Officer to call home if there are concerns over attendance and/or punctuality
 - Can ask the Administration Team to write letters home regarding concerns over attendance and punctuality
 - Will be proactive in providing a positive ethos which places a high value on attendance and punctuality

SCHOOL RESPONSIBILITIES

- The school will:**
- Endeavour to provide an environment that is conducive to educating every student
 - Fulfil its statutory obligation to record and monitor the punctuality and attendance of students for both morning and afternoon sessions
 - Give high priority to punctuality and attendance
 - Develop procedures that enable the school to identify, follow up and record unauthorised absence, patterns of absence and parent condoned absence with effective monitoring and intervention
 - Use a variety of strategies to promote good attendance and punctuality among parents and carers
 - Develop a range of strategies to follow up intermittent and long term absenteeism and promote good attendance
 - Encourage open communication channels between home and the school
 - Promote good attendance through a range of rewards.

PROCEDURES FOR MONITORING ATTENDANCE AND PUNCTUALITY

Any child who is absent from school at the morning or afternoon registration period must have their absence recorded as being authorised or unauthorised.

Only the Principal or a member of staff acting on their behalf can authorise absence. If there is no known reason for the absence at registration, then the absence must be recorded in the first instance as unexplained. If the absence remains unexplained after a week period, this will be changed to unauthorised.

To inform us of your child's absence,
we would prefer that you email the school on:

admin@bbih.org

on the first day and provide the following information; students name and reason for absence (please specify illness type, if applicable, rather than just saying 'unwell').

If essential to phone please telephone on

020 84184760

FIRST DAY ABSENCE

If a child is absent, parents/carers should call the school on the first day at the start of the school day and every consecutive day of absence, stating the reason for the absence.

A note should be sent into school on the day the child returns explaining the absence with the appropriate evidence (such as a medical card or a copy of a prescription) The only reason your son/daughter should miss school is for illness or medical appointments and parents/guardians must inform the school.

If no contact is made by parents/carers explaining the absence on the first day, the school will try to phone to secure an explanation for this absence. The school will attempt this again on the second day of consecutive absence. If the school is unsuccessful on Day 2, a referral can be made to the Education Welfare Advisory and Support Service Ltd and a home visit may be conducted

Safeguarding the interests of each child is everyone's responsibility. Failing to attend this school on a regular basis will be considered as a safeguarding matter

If attendance falls below 93% contact is made with home outlining the importance of good attendance and offering support. Where absence is persistent, we can implement various strategies:

Implement Strategies

- Monitoring by tutor and member of SLT
- Placed on an attendance report
- Home Visit
- School based meeting

- Legal Review meeting
- Penalty notice /Fine
- Prosecution/Education Supervision Order

UNAUTHORISED ABSENCE/HOLIDAYS

- Authorised absences include illness and emergency treatment during school hours, funerals of close family.
- Absences which will not be authorised include: looking after siblings, birthdays, shopping, non-school trips
- Only the school, within the context of the law, can authorise or approve absence – not parents.

The fact that a parent has submitted a note does not mean that the school must accept the explanation as a valid reason for absence. Absence without a valid reason, or where there is no explanation is offered at all is recorded as unauthorised absence.
- Holidays will not be authorised during term time.
- Medical evidence must be provided for 5 days or more absence or where patterns of absence have emerged.

FREQUENTLY ASKED QUESTIONS

1. How do I request permission for an absence?

You must submit a request to the school before you arrange for your child to have time away.

If you wish to take your child out of school during term time, you should speak to a member of the Senior Leadership team and submit a formal request form which can be found on our website www.bbih.org

The Principal will then consider whether to give permission for the absence.

2. When will absence requests be granted?

Permission for absence will only be granted in exceptional circumstances.

The Principal will consider each absence request individually and decide whether to grant the absence. The Principal will also decide how many days your child can be away from school if the absence is granted.

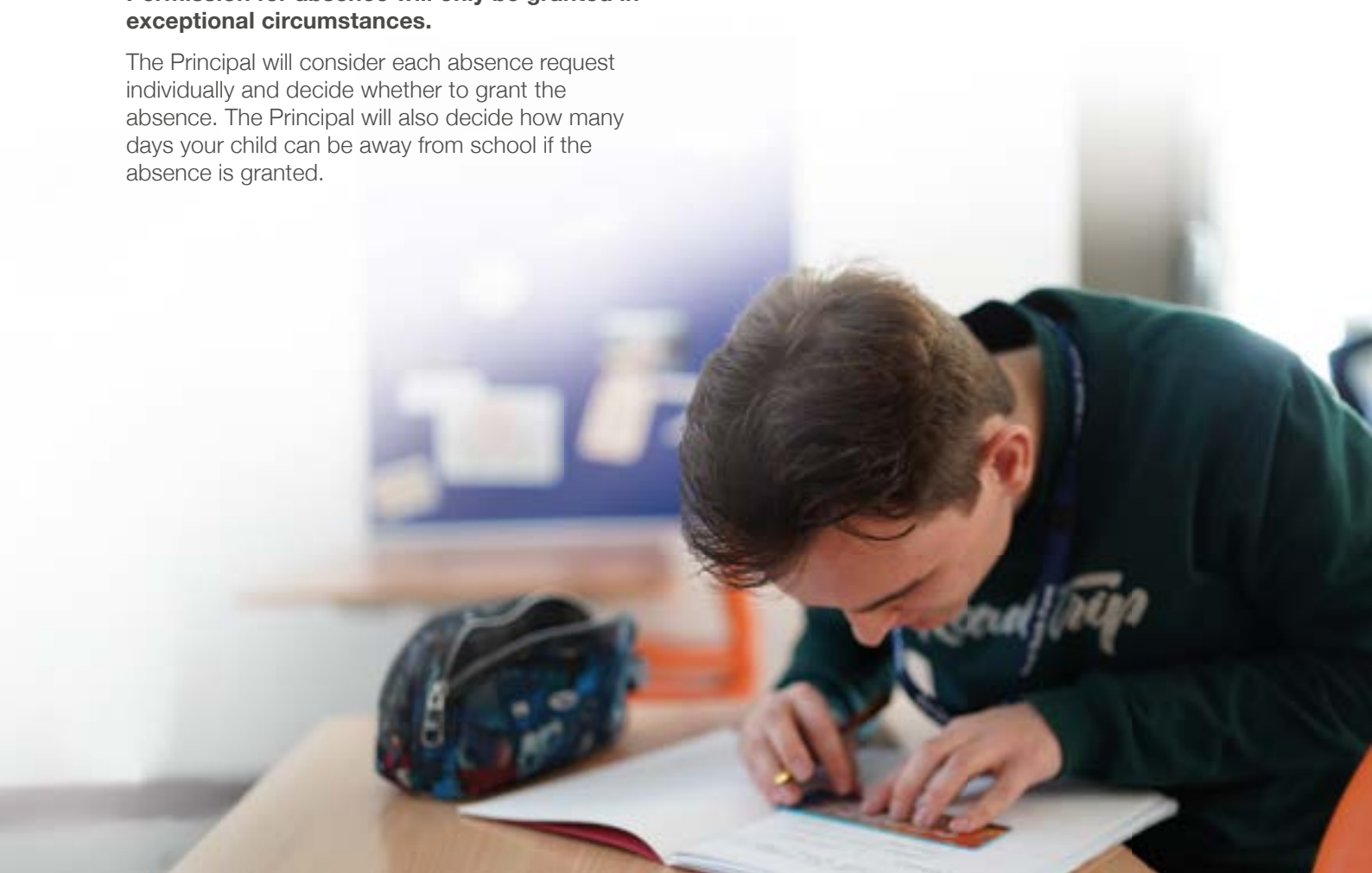
3. What does it mean by Exceptional circumstances?

It is at the school's discretion to decide which circumstances are 'exceptional'.

Examples of circumstances that are not exceptional may include:

- Cheap holidays or holidays that have already been paid for
- Absence that coincides with important school events such as the start of term or exams

As a general guideline, exceptional absence circumstances usually apply only to immediate family. Requests for leave related to extended family and friends are likely to be refused.



PENALTY NOTICES

A Penalty Notice may be issued in the following circumstances:

- If a minimum of 6 sessions or 3 school days of unauthorised absence are taken during the current term for:
- Parentally-condoned absences
- Holidays taken in term-time that have not been authorised by the Head Teacher
- Persistent late arrival at school (after the register has closed at 8.45am) For overt truancy it is 6 days (12 sessions) where a penalty notice may be considered. If issued with a penalty notice, parents must pay £60 within 21 days or £120 within 28 days. The payment must be made directly to the local authority. The decision on whether or not to issue a penalty notice ultimately rests with the Principal, following the local authority's code of conduct for issuing penalty notices. This may take into account:
- A number of unauthorised absences occurring within a rolling academic year
- One-off instances of irregular attendance, such as holidays taken in term time without permission
- Where an excluded pupil is found in a public place during school hours without a justifiable reason
- If the payment has not been made after 28 days, the local authority can decide whether to prosecute the parent or withdraw the notice.

A WELCOME BACK

It is important that on return from an absence that all students are made to feel welcome.

This should include ensuring that the student is helped to catch up on missed work and brought up to date on any information that has been passed to the other students. Students who have been absent from school for personal, social and emotional reasons may be reintegrated on a flexible timetable (if applicable).

LATENESS

- Students are expected to register with their form tutor at 8.40am daily
- Any pupil arriving after this time will be marked late unless there is an acceptable explanation
- In cases for example, where the absence at registration as for attending an early morning medical appointment, the appropriate authorised absence code will be entered subject to receiving the evidence
- Where persistent lateness gives cause for concern, a meeting with the relevant staff will be arranged to discuss what support can be offered
- Pupils arriving after the start of school but before the end of the registration period will be treated for statistical purposes, as present, but will be coded as late before registers close
- These Lates may be subject to a detention and a punctuality report or if persistent a referral to the Education Welfare Advisory and Support Service Ltd (EWASS).

SUBJECT REGISTRATION

- **Staff will register their classes every lesson using SIMS.**

Ofsted December 2019:

Teachers adapt their lessons to support students with special educational needs and/or disabilities (SEND). They are particularly skilled at supporting students with social, emotional and mental health difficulties (SEMH).

STUDENT BEHAVIOUR

BBIH is a richly varied school community. We will only achieve our best if students help to create a learning environment where teachers are free to teach and students are able to learn. Every member of our community should feel safe at our school.

We should treat everyone with respect whatever their abilities, race, sex, colour, sexuality and religion.

All students are Expected to

- Listen to each other
- Concentrate on work
- Work hard themselves
- Work with others sensibly
- Never distract others
- Be silent when asked

Be Responsible

- Follow the dress code
- Be on time
- Bring all equipment
- Write down homework
- Do their homework
- Tell the truth
- Help others when they can
- Speak to a teacher if they see something wrong

Be Safe

- Move quietly around the building
- Avoid arguments
- Keep calm
- Talk to a teacher about any problems

Support each other

- Be considerate to everyone
- Be ready to help
- Be polite (even if angry)
- Understand others' views
- Praise each other's work

Care for our Environment

- Only eat or drink in designated areas
- Not chew gum in school
- Look after displays and decorations
- Put litter in bins
- Leave each classroom tidy



***We should treat everyone with respect
whatever their abilities, race, sex, colour,
sexuality and religion.***

BEHAVIOUR FOR LEARNING

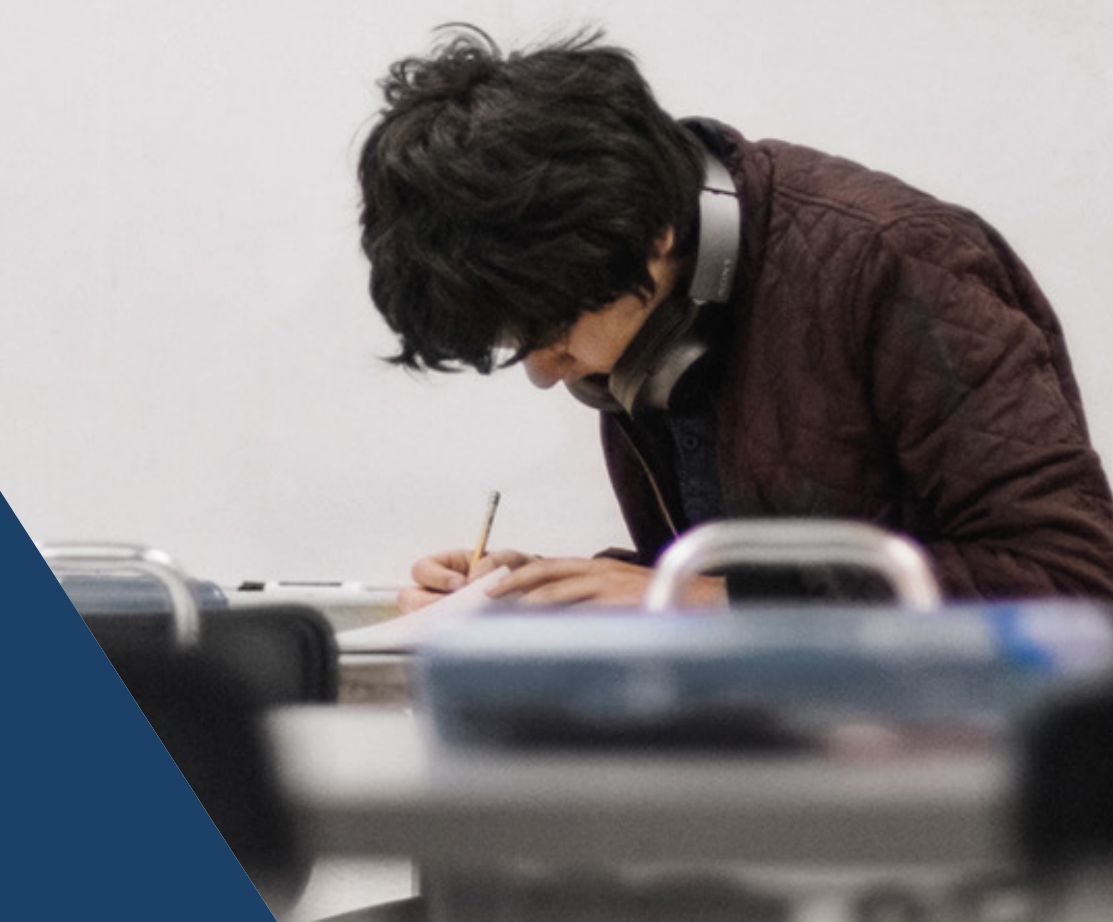
The Principal is required to make a number of decisions under the term of current DFE (Department for Education) guidance and publicise them to parents, students and staff. The Principal has made decisions relating to Behaviour for Learning as follows:

Scope of the Behaviour for Learning Policy

The Behaviour for Learning Policy and the authority of staff to discipline students not only covers all students while they are on the school site, but also on their way to and from school, in the immediate neighbourhood of the school and at college placements, work experience, educational visits and sports fixtures organised by the school.

When they are wearing our badge or lanyard, students are representing our school and, as such, are subject to the school's discipline.

The policy also covers behaviour such as harassment towards staff or other students out of school which results because both individuals are linked to the school.



MONDAY	
12/12	A
12/19	B
12/16	A
12/23	

MONDAY

12/12

A

12/19

B

Polar FA Questions

12/16

A

Semester Exam
9-11 AM: 1A
12-2 PM: 3A

12/23



Confiscation

All teaching staff are authorised to confiscate students' property that is illegal, dangerous, used to disrupt lessons (e.g. mobile phones) or does not conform to the dress code. To avoid this risk, such items should not be brought to school. Property that is illegal, dangerous or of little value will be disposed of. When other items are confiscated, they will be held in Reception for collection at 3pm, or pending a meeting with the student's parent/carer. The school operates a zero tolerance policy towards offensive weapons and drugs being brought on site.

Detentions

Teaching staff are authorised to keep students in detentions for longer where 24 hours notice has been given. It is a requirement that parents and carers support the school in ensuring compliance with this. Where exceptional circumstances arise, parents should contact the school in advance and ask to reschedule their child's detention.

Searching Students

Where there is suspicion that a student has stolen, dangerous or illegal items in their possession, members of the senior team are authorised to search them with another member of staff of the same gender as the student present.

USE OF FORCE TO CONTROL OR RESTRAIN STUDENTS

In very exceptional circumstances, it may be necessary to control or restrain students.

This might be where a student's behaviour is violent towards other people or destructive towards property, disruptive or presenting a danger to themselves.

All staff who have read the DFE guidance on this matter are authorised to use force to control or restrain students, but generally only when they have tried first by other means to prevent the behaviour.

Any such intervention will be reported to the Principal who will ensure that the parent/carer is contacted and an account written.

A note will be kept on the student's file.

POLICE

When necessary and relevant, the school always co-operates with the police and has a dedicated Police officer through the Safer Schools Initiative.

NON-NEGOTIABLE BEHAVIOUR

Students who display any of the below behaviours can expect to be removed from the classroom environment and their parents will be contacted. In extreme cases this may result in termination of their place.

- Physical or verbal abuse of students or staff
- Not being in the right place at the right time
- Bullying*
- Fighting
- Stealing
- Acting in any way which may endanger those around you
- Racist, homophobic or sexual remarks
- Vandalism
- Bringing banned/dangerous or offensive items on to the school premises including drugs or alcohol
- Being under the influence of drugs or alcohol whilst on the school premises
- Refusing to follow a reasonable instruction given by any staff member
- Disrupting the learning of others

*** We take bullying very seriously at the School**

– if you would like more information on this please visit www.bbih.org

STUDENT WELFARE

Free School Meals
Tutor Groups
Medical Facilities
Child Protection

ARE YOU MISSING OUT ON FREE SCHOOL MEALS?

If you attend a school in Redbridge you can claim Free School Meals for your child/children if you receive either:

- Income Support
- Income based Jobseekers allowance
- The Guarantee element of State Pension Credit
- An income related Employment and support Allowance
- Child Tax Credit, provided you DO NOT receive Working Tax Credit and have an annual income (as assessed by Her Majesty's Revenue and customs) that doesn't exceed £16,190
- Working Tax Credit during the 4-week period immediately after your employment ceases or after you start to work for less than 16 hours per week.
- Support under Part VI of the Immigration and Asylum Act 1999.
- Universal Credit

If you would like more information regarding Free School Meals,

please contact the Admissions & Awards section on:

020 8708 3114

Admissions & Awards, Children's Services, Lynton House, 255-259 High Road, Ilford, Essex IG1 1NN

To apply online visit:

<https://parentportal.redbridge.gov.uk/Live/Website/default.aspx>

TUTOR GROUPS

Pastoral care of students is provided through a form tutor who is responsible for a form group. This form group will register together in the morning registration period at 8:40am.

Tutors see students once each day and therefore have an opportunity to get to know them really well. They are responsible for monitoring students' attendance and academic progress and offering support and guidance.

Tutors deliver the Pastoral Curriculum during form time and the PSHE programme, one hour weekly. The Senior Team and Inclusion support staff work closely with the tutors in ensuring that every student has the opportunity to achieve their potential.

The school also works in partnership with a variety of agencies in order to support students.

MEDICAL FACILITIES

The school has very limited facilities for dealing with students who are ill. We make every effort to contact parents/carers as soon as possible to inform them of any issues concerning their child. For this reason it is of vital importance that we have up-to-date home, work and emergency telephone numbers for each student. We will ask you to update these on a termly basis.

No tablets or medicines may be given by school staff without parents/carers' written permission and students following a course of treatment should leave their medicine in the care of the school office staff. However, asthma pumps should be carried at all times. We do need to know of any medical condition that your child has so that we can take appropriate action in emergencies. We will make every effort to contact you immediately if an accident occurs.

Our school nurse is at BBIH on Thursday mornings. They work with individual students and runs a drop-in session at lunchtime. Parents are welcome to contact her if they have any health concerns about their child.

The Child Protection Lead is Mr Ryan Stores and his deputy is Ms Jo Lynch.

We encourage parents/carers to discuss any concerns they might have with them.

CHILD PROTECTION



WHEN USING ICT ALWAYS REMEMBER...

POSITIVE USES

- Use ICT to discover virtually anything online. When in school, only use ICT to support your studies and homework.
- Use ICT to create and publish your own material or files.
- Create original work, be it text, music, images or video.
- Use ICT to communicate with known friends and trustworthy people.
- Develop ideas worldwide via the Internet.
- Use ICT to learn and develop your understanding.
- Use an array of ICT sources to research topics from experts around the world
- Use ICT resources to match your learning style
- Be creative and be entertained!

BUT ...

- Make sure you check the information you find; not all websites tell the truth!
- Tell an adult if you come across anything inappropriate.
- Keep your passwords secret; even from your closest friends!
- Never share yours and your friends' personal details, pictures or videos.
- Block and report contact with inappropriate people and people you do not know.
- Check your work carefully before you upload it; the world could be watching!
- Do not copy, download or share ANY copyrighted files.
- Make sure you do not breach Copyright or plagiarism Laws by trying to pass others' work off as your own.
- Do not use sexist, racist or bad language, or try to offend others.
- Do not "cyber-bully", threaten, insult or post nasty messages or images about others.

"INAPPROPRIATE" WORK OR BEHAVIOUR CAN INCLUDE ...

- Content (eg details that are hateful, sexual, racists, etc.)
- Contact (eg: gathering personal information, meeting strangers, etc.)
- Conduct (eg: illegal downloading, hacking, cyber-bulling, etc.)

Developed from
Childnet International -
"Keep in Control"

www.childnet.com

REMEMBER

- ICT resources are defined as any device or process that can be used to communicate with others; including, but not restricted to, computers, mobile telephones, the Internet, etc.
- Any incident that breaches the Acceptable Use Policy guidelines should be reported immediately to a member of staff.
- By agreeing to the guidelines, you will also be issued with an e-mail address within BBIH. This must be used responsibly!
- Do not use "Hotmail" accounts, as these are actively targeted by hackers, virus writers, "phishers" and "spam" mail.
- There will be a full set of rules in each ICT computer room.
- The computer network is remotely monitored; this also applies to activity on mobile phones if the school Wi-Fi is used. ICT staff may view and audit the work that you do and report it to a Senior Member of staff at BBIH who will take action if your work or behaviour is judged to be "inappropriate".
- You could put yourself or others in danger, so think carefully about what you do. Do not allow others to use your User Area, as you will be responsible for whatever they do!
- You could give yourself and the school a bad name.

IF YOU FAIL TO FOLLOW THE GUIDELINES THE FOLLOWING WILL HAPPEN:

- You will be barred from using the Computer Network and the Internet for a period of time
- Contact may be made to your home informing your parent/guardian of your breach of the rules.

**If you do not understand any part of these guidelines,
you MUST speak to a teacher or your Tutor.**

Ofsted December 2019:

Staff are clear about their responsibility to keep students safe. They are conscientious and vigilant in their efforts.

OTHER INFORMATION



DAMAGE TO SCHOOL PROPERTY

Damage to school property of any sort must be reported to the teacher taking the lesson or the Form Tutor. If students are caught causing damage to property or the School building students will be expected to pay for any damage they cause.



REGULAR REPORTS

During each year all parents will receive Reports, and have an opportunity to meet members of staff at parents' evenings. Students will formally meet with their tutor to review progress once a term.



LUNCH TIME

Lunches are served cafeteria style and a list of items sold and prices are available in the KS3, KS4 and KS5 (Sixth Formers only) dining halls.

Food is also available in the Hub on selected days. Facilities for packed lunches are provided in the Hub. All students in Key Stage 4 (Years 10 and 11) must stay on the premises at lunchtime. Students in years 12 and 13 will be allowed to leave the site only if parents/cares have completed the 'Permission to Leave the Site' form.



FOOD AND DRINK

- There is a water dispenser in reception for students' use out of lesson times.
- In order to minimise plastic waste, students are required to bring their own reusable plastic bottle.
- No eating and drinking are permitted during lessons, except for water.



SECURITY

The school has a comprehensive set of CCTV cameras in the building. However, all valuable property should be left at home. The school does not accept responsibility for lost or stolen items. This includes mobile phones, computer games, tablets and jewellery. Skateboards, scooters and skates should not be brought to school.



LOCKERS

Lockers are available on the ground floor and middle floors. Padlocks are not provided by the school and should be purchased at your own expense.



ACCEPTABLE USE OF ICT RESOURCES

Using Information and Communication Technology (ICT) in School

When in school and using ICT resources, defined as any device or process that can be used for communication, you must agree to follow these guidelines. They have been designed to encourage you to continue to be a safe and wise user of ICT and help protect you, your data files and the school network.



TOILET FACILITIES

The facilities are available on each floor. Students should not expect to leave classes to go to the toilet except in an emergency.



HOMEWORK

All students will have homework and it is recorded on Show My Homework. Passwords are issued to Students and Parents. It can also be to allow easy accessed via the BBIH Website.

Students should be encouraged to do their homework in a quiet place at home. Alternatively, they can stay at school and attend Study Support, 3.15pm to 4pm on Mondays, Tuesdays, Thursdays and Fridays.

In the interest of all students, homework will be set regularly. It is very important that you treat homework seriously. Please see the class teacher or form tutor if you are finding any homework difficult.

Homework can take many forms: completing exercises, reading, working at projects over a number of weeks and preparation for tests. It is a requirement that all students complete homework by the deadlines set.



MOBILE PHONES

The full policy (Student Mobile Device Policy) can be found on the Website. It applies to all students of Beacon Academy Trust.

BMAT students are only allowed to use mobile devices on their journey to and from school:

- Mobile devices and headphones should not be seen or heard in school, unless a member of BMAT teaching staff has given express permission for students to use these devices for educational purposes;
- Sixth Formers may use mobile devices in the designated areas.
- BMAT students are banned from using mobile devices during teaching time, including form group time and assemblies. Upon arrival at school and for the duration of any learning time (including form group time and assemblies),
- **BMAT students are required to:**
- Switch their mobile devices to "off", "do not disturb", "aeroplane mode" or "silent mode"; and
- Store their mobile devices securely in their lockers or in their school bags





ADMISSIONS

If you would like to enquire

about place at the School please contact us on:

✉ admin@bbih.org

☎ 02084184760