



# RANGE HIGH SCHOOL

Challenge • Support • Flourish



Stapleton Road Formby Liverpool L37 2YN Tel: 01704 879315

Email: [admin@range.sefton.sch.uk](mailto:admin@range.sefton.sch.uk) Web: [www.range.sefton.sch.uk](http://www.range.sefton.sch.uk) Twitter: @RangeHighSch

Head Teacher: Mr M. McGarry MA, PGCE, NPQH

28<sup>th</sup> March 2024

Dear Parent/Carer,

I hope this letter finds you all keeping well and looking forward to the Easter break.

I am writing to you with regards to our expected standards of uniform and to update you about our absence procedures, following previous correspondence earlier this term.

I am pleased to report that throughout the year the vast majority of pupils arrive to school and look exceptionally smart in full school uniform. We are aware that as pupils grow uniform needs to be replaced, especially shoes. Please can I remind all parents that **trainers do not form part of school uniform** and are therefore not acceptable footwear. As we enter the Easter break if you need to purchase new shoes for your child please do not purchase trainers as we know how expensive these can be and they are not acceptable in school. Blazers must also be worn each day, we are aware that the weather can be changeable and on cold days we are flexible and will allow pupils to wear a coat, but this must be worn over the blazer, not instead of it.

Unfortunately, air pods (or similar) and phones are also starting to creep into everyday use during the school day. The school rules state 'phones must not be seen or heard during the school day'. Whilst we appreciate and acknowledge that they can be useful learning tools and help to keep people safe, we would be obliged if you could please remind your child that they should not be on their phone or using air pods (or similar) during the day. Should you need to contact your child during lesson time please alert the main office 01704879315 who can pass the message on.

Over recent years we have also heavily invested in the electronic platform Class Charts. We recently wrote to you advising that we would be moving away from our telephone absence line. **From 15<sup>th</sup> April we will be starting the move over to Class Charts.** All absences should be notified to school via the Class Charts app, please can you refrain from contacting your child tutor/HOY/AHOY and route all absence reporting via the app for consistency and clarity.

As mentioned previously reporting an absence via the app can be completed via the following:-

- 1) Open the Class Charts app, and click on the area where your child's name appears
- 2) Scroll along the menu at the top and click on 'Report Absence'
- 3) Click on 'Report New Absence' providing a reason for absence and supporting evidence if you have any (eg. appointment letter). Click 'Submit'.

Should you have any questions in relation to any of this please do not hesitate to contact your child's Head of Year in the first instance.

As always, thank you for your ongoing support with these important issues and all of us here at Range would like to wish you and your families a pleasant and relaxing Easter break.

Yours Sincerely

Mrs V. Ashworth

Assistant Head Teacher