

The De Montfort School

UNLOCKING YOUR CHILD'S POTENTIAL

Four Pools Road, Evesham, Worcestershire, WR11 1DQ | Telephone: 01386 442060



Parent Guide

This is a brief guide to key areas and documents for parents to use.

School website - www.tdms.worcs.sch.uk

Homepage – towards the bottom: Safeguarding link (policies, advice and support)
Letters to Parents
ParentPay
Homework (links to homework for all students)

Useful links at the bottom: Calendar
Policies
Prospectus

Where do I find?

Clubs – Information Page, Extracurricular Activities
School Day - Information Page, School Day Schedule
Stationery Shop – Information Page, Facilities, Stationery Shop
Music Tuition – Information Page, Further Information, Music Tuition
School Uniform – Information Page, Joining the De Montfort School, School Uniform
Plenty of Information is also on the Parental Page
Letters – Parents page, Letters to parents

Absence system

- If your child will not be attending school please inform the school by phone on **01386 442060 by 9.00am on the first morning of absence**
- If no contact is made to school via telephone or at the school office to report an absence, our attendance team will contact you by text or phone to obtain a reason for the absence
- Appointments
- If you need to take your child to an appointment, please try to get an appointment **before or after school**
- We know this isn't always possible so please only take your child out of school for the appointment – **not the whole day!**
- We would appreciate it if you come into school to show the attendance team your appointment card
- If you have a letter from the hospital then please bring it in to show the attendance team

Bad Weather procedure

In the event of school closure due to snow or bad weather a decision will be taken as close to 6.30am as possible. Staff/parents will be alerted by text, the Local Authority will be notified and a notice placed on our website.

If heavy snow falls locally during the day we will text parents, notify the Local Authority and place a notice on our website.

Learning Ambassadors

Two Learning Ambassadors are appointed in each class, for each subject to assist learning. It provides an opportunity for students to provide leadership within the classroom.

House Leaders

Our four houses are Mandela, Shackleton, Dahl and Curie, have house leaders and sports leaders appointed at the beginning of each year. They assist in the organisation and running of house activities under the supervision of the Head of House.

Rewards/Stamps

Students receive stamps for meeting learning expectations in each lesson. Additional stamps can be awarded for outstanding work or contributions in and outside the classroom. Tutors total stamps in each class on a weekly basis which forms house point totals throughout the school.

Meals

Students can have a hot meal or sandwiches/baguettes from the school canteen. We encourage students and parents to use our cashless system in the canteen so when students start at the school the Finance Office send them details of how they can log onto Parent Pay to activate their accounts. You need to allow 24 hours for funds to clear onto your son/daughter's Parent Pay account before they need the money at school. If students and parents prefer to pay by cash, we still have this option available.

Year 6 and Year 7 students eat their meals in the Small Hall.

Parent Pay

Parent Pay is an online system for parents to pay for anything their son/daughter does in school. This can be school meals or school trips. To access Parent Pay please go to the Parents tab on the website, is the far right tab on the red band at the top of the home page. Click on the Parents tab and Parent Pay information is under the left hand column.

Parental Portal

A lot of information relating to your son/daughter is sent to parents electronically and this is accessed through Xpressions. This can be found on the website on the black panel, right at the top of the home page. Instructions about how to log onto this can be found on the Xpressions link.

Subject Code Meanings

Art	AR	GCSE PE	PG	Philosophy & Ethics	PY
Biology	BI	Geography	GG	Physical Education	PE
BTEC Sport	SB	Graphics	GR	Physics	PH
Business Studies	BS	Hair and Beauty	HB	Politics	GP
Chemistry	CH	Health & Social Care	HC	Private Study	PS
Computing	CP	History	HI	PHSE	SE
Dance	DA	Information Technology	IT	Psychology	PC
Design Technology	DT	Leisure Studies	LS	Resistant Materials	RM
Drama	DR	Literature	LX	Science	SC
Economics	EC	Mathematics	MA	Spanish	SP
English	EN	Media Studies	MD	Statistics	ST
Enrichment	ER	Motor Vehicle	MV	Textiles	TX
Food Technology	FD	Music	MU	Travel & Tourism	TT
French	FR	Performance Arts	PA	Tutor Time	TU
Further Pure Mathematics	FP	Personalised Learning	PL	Work Experience	WX

Staff List with Initials

Is available on the school website under: Information/Further Information/Staff List

Buildings & Block initials

Rooms

Astro	Astroturf
DG1 Salon	Design Ground
DG2 Art	Design Ground
DG3 Art	Design Ground
DG4 6th Form Art	Design Ground
DO1 Workshop 1	Design Outbuilding
DO2 Workshop 2	Design Outbuilding
DO3/ACC (Accelerated Learning)	Design Outbuilding
DU1, DU2, DU3, DU5 Computer Rooms	All on Design Upper
Field	Field
Gym	Gym
HG1, HG2, HG3, HG4, HG5, HG6	All in Humanities on Ground Floor
HU1, HU2, HU3, HU6	All in Humanities on Upper Floor
HUB (Learning Support)	Learning Support
LG1 Computer Room	Languages Ground
LG2 Textiles	Languages Ground
LG3 Food	Languages Ground
Large Hall	Large Hall
LIB	Library
LU2, LU3, LU5, LU6, LU7, LU8	All in Languages on Upper Floor
MG3, MG4, MG5	All in Maths on Ground Floor
MU1, MU2, MU3	All in Maths on Upper Floor
PA1	Performing Arts
PA2	Performing Arts
PA5 Drama Studio	Performing Arts
PA6 Dance Studio	Performing Arts
PS1, PS2, PS3, PS4, PS5, PS9	Private Study Block
SG2 Computer Room	Science Ground
SG3, SG4, SG5, SG6 Labs	All in Science on the Ground Floor
Small Hall	Small Hall
Sports Hall	Sports Hall
SS1 Sports Science	Sports Science
SU1 Computer Room	Science Upper
SU2, SU3, SU4, SU5 Labs	All in Science on the Upper Floor