

Key Dates



AUTUMN TERM

Thursday 3rd September 2020 - Friday 18th December 2020

Half Term: Monday 19th October - Friday 30th October

SPRING TERM

Monday 4th January 2021 - Friday 1st April 2021

Half Term: Monday 15th February - Friday 19th February

SUMMER TERM

Monday 19th April 2021 - Friday 23rd July 2021

Half Term: Monday 31st May - Friday 4th June

Early May Bank Holiday - Monday 3rd May 2021

A Message from the new Head of School



Dear Parent / Carer

Having worked in education for the past 25 years, the past 9 of them as a Head and other roles, I can honestly say that this has been the most interesting and fluid time in schools that I have experienced. I have said before that Poltair has many strengths, and it is clear that one of the main ones is its students.

They have risen to the challenge of a very different start to a school year, despite an extended period away from school. Not only have they returned enthusiastic and glad to be back, but they have also demonstrated both incredible maturity and consideration for everyone's health and safety. As parents, you should be rightly proud of the way they have started back at the school.

I have been really impressed by many things about the students at Poltair, their uniform has been exemplary, their willingness to take on-board the changes we have made and the positivity with which they have embraced learning is heart-warming.

I am looking forward to getting to know you and your child more in the forthcoming year as together, we navigate our way through the Nation's response to the pandemic.

Mark Everett

Home Learning Expectations

Home learning in all Years is an important extension of classroom learning. Research has shown that those students who consolidate and extend their learning at home, often have better outcomes overall and are more likely to achieve their full potential academically.

Home learning helps to form good study habits and to embed ideas.

Studying/practicing content covered in class, at home, helps cement the ideas that children learn at school and can expand their knowledge and application of skills.

Allocation of Home Learning Time

KS4 - Years 10 & 11

All KS4 students will be expected to complete home learning tasks for **2 subjects a day**, 45minutes per subject. This amounts to a minimum of 1½ hours a day of additional home learning a day, 5 days a week.

KS3 - Years 7, 8 & 9

KS3 students will be given home learning tasks for **2 subjects a day**. The amount of time students will be expected to spend completing the home learning tasks will increase as they progress from Year 7 to Year 9 (please see the Time Allocation table below).

Home Learning Environment

Students benefit from having a quiet area for homework, with uninterrupted time to complete a task. As each subject will provide students with a minimum of 72 hours to complete a homework task, parents and carers are encouraged to support children in planning when they will complete their homework. Leaving homework tasks until the night before a deadline often leads to avoidable pressure, and in many instances, results in students not completing work to their best standard.

KS4 Home Learning

In support of students in Year 11 who are preparing for multiple exams in GCSE and BTEC subjects, home learning will be set as knowledge retention home learning. This will be based around knowledge organisers in the first instance followed by exam practice questions and exercises.

Covid-19 Adaptation to Timetable

Home learning will be set once a week for option subjects, regardless of the Week on the timetable (A1,B1,A2, B2). It will be set twice a week for Maths, English and Science - again in a regular pattern.

KS4 Home Learning Timetable

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
SUBJECT 1 (45mins)	MATHS	ENGLISH LIT	SCIENCE	MATHS	ENGLISH LANG
SUBJECT 2 (45mins)	OPTION A	OPTION B	OPTION C	OPTION D	SCIENCE

Subject Home Learning Allocations

Each subject will set homework in accordance with the time allocation in the table below.

	Year 7	Year 8	Year 9	Year 10	Year 11
English Language	30 mins per week 1 x 30 min vocab/knowledge organiser prep	30 mins per week 1 x 30 min vocab/knowledge organiser prep	45 mins per week 1x 45 min task including written work	45 mins per week	45 mins per week
Reading	All Students are required to read for a minimum of 20minutes per day, 5 times a week.				
English Literature			45 mins per week 25 mins of which will be reading	45mins per week	45 mins per week
Mathematics	30 mins per week	30 mins per week	45 mins per week	90 mins per week	90 mins per week
Science	30 mins per week	30 mins per week	45mins per week	90mins per week	90mins per week
History	<p>These subjects will have start setting Home Learning tasks after October Half Term.</p> <p>Home Learning will be a combination of knowledge organiser/key recall activities and topic based work.</p>			45 mins per week	45 mins per week
Geography				45 mins per week	45 mins per week
French/Spanish				45 mins per week	45 mins per week
Computing				45 mins per week	45 mins per week
Art				45 mins per week	45 mins per week
Photography				45 mins per week	45 mins per week
Design Technology				45 mins per week	45 mins per week
Food				45 mins per week	45 mins per week
Media Studies				45 mins per week	45 mins per week
All BTEC Subjects				45 mins per week	45 mins per week

All Home Learning tasks will be set via ClassCharts.

Parents can log in and view what tasks have been set for their child, they can also monitor their child's achievements and behaviour. Year 7s will have received their Classcharts login details this week, parent login details will be posted to Year 7 parents next week.

Click the ClassCharts logo below to visit the ClassCharts website



Since the start of the school year, uniform standards have been excellent. We appreciate the support of parents in ensuring that students arrive at school everyday looking smart and are prepared for their learning...

We want to ensure these high standards are maintained throughout the school year.

Below are some "Top Tips" on how to get it right at Poltair...

Getting it right at Poltair Top Tips...

Wear plain black, polishable shoes that are made of leather or leather-like material	Wear plain black socks that cover the ankle	Wear trousers that are a comfortable fit (not skinny fit). Make sure they meet the shoe line
Wear your school tie at all times	Do not come to school wearing any jewellery. (One pair of small ear studs are permitted)	Only natural coloured hair is permitted
If you choose to wear make-up, please make sure it is subtle/discreet	Make sure your school bag is large enough to carry an A4 folder	Your pencil case should have a minimum of: A pen, a pencil, a rubber, a ruler & a sharpener. (A scientific calculator is also helpful)
If you are bringing a mobile phone to school with you, ensure it is turned off and in your bag during school hours	On rainy days, make sure you wear an appropriate, waterproof coat	Make sure your school shirt is tucked in at all times

To view our full uniform policy, please visit our website: www.poltairschool.co.uk

To view our full Uniform Policy, please visit the school website or click the link below:

[POLTAIR SCHOOL UNIFORM POLICY](#)

Reminders



Face Coverings in School

As stated in section 17 of the guidance that we recently sent out to parents, students are required to wear masks when in communal areas/corridors.

They do not need to wear them in the classroom.

Our recommendation is that students bring reusable masks to school, along with a sealed bag to put them in once removed.

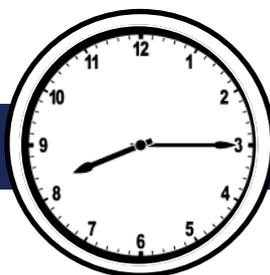
[CLICK HERE](#) to read the aforementioned guidance which contains information on how to safely wear/remove masks.



Changeovers

Lesson changeovers take place outside, whatever the weather.

It is therefore essential that all students come to school with a suitable, waterproof coat.



Arrival Time

Can we please remind you that students are to arrive at school **NO EARLIER** than 8.15am. In order to minimise risks, it is essential

that we follow strict timings of the day, we would really value parental support with this.



Visiting/Contacting the School

To help us operate safely under Government Covid-19 guidance, we have put many common measures in place across the school. To support this further we are restricting visits to the school site for all but essential visits or meetings. This means that parents/carers and others will not be admitted to the school building without prior arrangement. This includes drop-off and pick-up of children on school site. If you wish to discuss a matter concerning your child, your child's tutor should be first point of contact for most matters. You should email their tutor directly and arrange a telephone call.

All tutor emails can be found here: [TUTOR CONTACT LIST](#)

They can liaise with you and other staff to help manage your queries or concerns.

You can also email us at secretary@poltair.cornwall.sch.uk or telephone 01726 874520 if you have a general query or concern.

Thank you for your support



Breaks

There are **two breaks** during the school day:
Active Break & Hot Break.

Timings of each break are staggered to ensure Year Groups remain in bubbles. (see below)

Year 7	Hot Break 9.55 - 10.25	Active Break 12.50 - 1.10
Year 8	Hot Break 11.00 - 11.25	Active Break 1.40 - 2.00
Year 9	Active Break 10.15 - 10.35	Hot Break 12.55- 1.20
Year 10	Active Break 10.45 - 11.05	Hot Break 1.25 - 1.50
Year 11	Hot Break 10.30 - 10.55	Active Break 1.15 - 1.35

Hot Break (Canteen)

- Hot break is located in the canteen only. Students are not permitted to leave this area
- This is the only time that students will have access to the canteen and hot food
- Students can access the unisex toilets at the back of the Main Hall during this time

Active Break (Upper Top Courts)

- Active break is located on the Upper Top Courts. Students are not permitted to leave this area
- The Upper West Court is for play. The upper east court is for socialising
- Only football is permitted on the Upper West Court. All other ball games are prohibited due to risk of COVID-19. Students must bring their own footballs into school, we will not loan footballs
- Students can eat on the Upper East Court. Students are encouraged to bring snacks, a suitable water bottle and a packed lunch
- If students need to access the toilet at this time, they must ask a member of staff on duty and only use the toilets at the bottom of the Smith building next to S7 outside of S8

Wet Break

- In the event of a wet break, the Active Break will be cancelled and students will remain in the classroom
- Students will still be allowed to eat during this time



Canteen

Our catering provider at Poltair School is Chartwells (Contact Group).
Chartwells operate a "cashless" account system.

All student canteen accounts must be credited in advance via the School Gateway app (see below for details) to allow students to pay for meals. **There is no option to use cash on the day.**

Activating your School Gateway account is quick and easy to do.

All you need is your email address and mobile telephone number that school holds on record for you. This information is provided when you complete your child's school Admission form.

Download the app:

If you have a smartphone, please download School Gateway from your app store (Android and iPhone). The app shows the same information as the website PLUS it saves the school money when we send you a text message. Alternatively, [Visit the website](#) and click on 'New User'. You'll receive a text message with a PIN number. Use this PIN to log in to School Gateway.

The set-up process is simple and will take no more than a couple of minutes. When you install the app, please say yes to "Allow Push Notifications" when prompted. When you launch School Gateway for the first time and select 'New User', you will need to enter the email address and mobile telephone number you have registered with the school.

Trouble logging in? Do we have your current email and mobile phone number on record? If you have made recent changes to these then perhaps we have not been advised. Still a problem? Please contact the school on 01726 874520 or email secretary@poltair.cornwall.sch.uk and we'll update the details on our system or try to resolve the logging in problem.

Queries on payments made? Please email any payment queries to finance@poltair.cornwall.sch.uk and we will try to resolve. Please note that payments made can take a short period to credit to your child's account, so please allow for that when making payments online.

Free School Meals

A child is eligible for Free School Meals if their parent/carer (or the child themselves in their own right) receives any of the following benefits:

- Income Support (IS)
- Job Seekers' Allowance (Income-Based) and equal based Job Seekers Allowance
- Income Related Employment & Support Allowance (ESA-IR) and equal based Employment & Support Allowance
- Child Tax Credit (CTC) with an annual income of less than £16,190
- Guarantee Element of Pension Credit (GPC)
- Immigration and Asylum Act 1999 (IAA) Support
- Universal Credit - Your household income must be less than £7,400 a year (after tax and not including any benefits you get) as assessed by earnings from up to three of your most recent assessment periods

If you are claiming the benefits listed below you are **NOT** eligible for free school meals, regardless of what other benefits/credits are being claimed:

- Working Tax Credit
- Contribution-Based Job Seeker's Allowance and/or Contribution-Based Employment and Support Allowance

However, you will be temporarily eligible to claim free school meals if you receive a Working Tax Credit run-on, which is the payment you may receive for a further four weeks after you stop qualifying for Working Tax Credit.

If your circumstances have changed, and you believe your child is now entitled to Free school Meals, you can apply on the [Cornwall Council website](#).

