

## WHOLE SCHOOL

### Complaints Procedure

Dear parents and carers,

Please can I ask that all parents and carers bear in mind some key points from our [communication](#) and [complaints](#) policies when raising any issues with the school.

Most importantly, whilst we do understand that sometimes emotions can run a little high, especially when people are worried about the well-being of their children, this can never be a reason for raising voices at any member of staff or being rude, threatening or abusive in any way – including via email. If you have a concern and are not happy with the initial response you receive from any member of staff, then there are clear procedures to follow that are set out in our policies. If you have any doubts about who to contact, then feel free to contact me via Mrs Headon ([hheadon@lymmhigh.org.uk](mailto:hheadon@lymmhigh.org.uk)) and I will be able to ask the most relevant senior leader to pick up the issue. We take staff well-being very seriously and I encourage colleagues not to engage with any parent or carer who refuses to display basic levels of civility.

Similarly, we ask that parents do not take to social media with complaints relating to their own children – and, in particular, that individual staff members are not mentioned, either directly or indirectly. Not only is this often very unfair (clearly the school cannot discuss individual incidents or children in public and, frankly, a lot of what does get posted tends to be very one-sided or misleading), it is also a very ineffective way of getting any incident resolved. As always, we ask that you always contact the school directly with any concerns you might have.

On a related subject, I'd also like to urge parents and carers to exercise caution when responding to any incident whereby a child has received a sanction. In common with other schools, we have noticed an increase in recent years of parents automatically accepting their child's version of events – often without even hearing the school's version – and then complaining quite vociferously. It might be helpful to gently point out that in such situations it is absolutely not in the interests of the school to be unfair to anybody whereas, on the other hand, it is very much in the interests of the child to convince their parents that the school has treated them unfairly. This is not to say we never make mistakes, but merely to suggest that giving the school the benefit of the doubt, especially when incidents or sanctions are relatively low-level, would save a lot of time and energy for everybody concerned.

It is important to put the above in context by stressing that the vast majority of Lymm High School parents and carers are unfailingly polite and reasonable, even where you might have good reason to feel aggrieved. We really do appreciate this, and trust that you understand why it is necessary to issue reminders of this sort from time to time. Ultimately, it is important to remember that we all want the same thing, which is the very best for every young person, and I know that 99% of you understand that the best way of achieving this is through constructive, and polite, dialogue.

Kind regards

Gwyn Williams

### Parents Forum Feedback

Thank you very much to those parents and carers who gave up their time to attend the parent forum; as always, it was very useful to hear your feedback and this will certainly help us to improve provision for all students. To view Mr Williams response to the main items discussed on the evening, including the Key Stage 3 curriculum, knowledge organisers and canteen, please click [here](#).

### LHS Ball: Leap Into Spring!

Save the Date: **Saturday 29th February**. Don't miss the Lymm May Ball, organised by Lymm High School PTA.

### Parent Governor Election Papers

As you are aware, we currently have three parent governor vacancies on the governing body. We have six candidates for these three vacancies therefore we must now hold a ballot.

Your eldest child should bring the letter, statements, ballot paper and two envelopes home with them this evening for you to complete. Each parent or carer can vote for three of the six candidates; you have one opportunity to vote regardless of the number of children you have in the school. The closing date for the return of ballot papers is **12 noon on Tuesday 10th December 2019**.

Please click [here](#) to read the letter and statements in full. If for any reason you do not receive a set of papers and two envelopes, please contact me via [hheadon@lymmhigh.org.uk](mailto:hheadon@lymmhigh.org.uk) or 01925 755458.

### Carol Service

The Lymm High School Carol Service takes place in St Peter's Church, on **Monday 16th December**. Students past and present, parents, staff, governors and the broader Lymm High School community come together to enjoy this special evening.

A poignant occasion, this candlelit service is a fitting end to our term and marks the beginning of our Christmas celebrations. In the beautiful surroundings of St Peter's Church, in Oughtrington our students and young people play a central role in this service.

Some are given the opportunity to recite poetry or deliver readings, while others may sing in one or more of the School's many choirs or play music. The evening concludes with refreshments served at the church. Please join us for this very special service, all are welcome to attend.

### Visiting Artist

Following our return after the Christmas break practicing illustrator and animator Paul Pickford will be hosting a two-part workshop on **Tuesday 14th** and **Tuesday 21st January**.

Workshop one will focus on character design for animation and workshop two will be a character sculpting session with use of clay.

Workshops will run after school from approximately **3:15pm-4:30pm** and will cost a total of £8 per student, open to all year groups.

Spaces are limited therefore a signup sheet will be placed in the Art office until **Monday 9th December**.

Once places are confirmed permission slips will be sent home and payment will be required via parent pay.

This is a fantastic opportunity not only to work with a practicing artist but to learn techniques used within animation and character design.

### Netball Dresses

A polite reminder: If you have ordered a dress for netball for your child, please pay the outstanding balance of £37.00 by **Wednesday 4th December** or your individual dress order will be cancelled - Payment is now live on Parent Pay

### Sport Fixtures & Results with SOCs Sport

This year we have launched [SOCS](#), an online school communication system for extra-curricular sport sessions, sport fixtures and results. Click [here](#) to read an important letter that explains the new system and how you can use it to access information relating to extra-curricular sport.

### Cashless Catering

We politely remind all parents/carers to top up your child's cashless catering accounts via Parent Pay each week to ensure your child is able to purchase food during their break and lunchtimes.

### LHS Lottery

Congratulations and thank you to Anne Cleminson who has generously donated her £54.00 in school lottery winnings back to the school!

Buy your lottery ticket this term and you could WIN a family ticket to Warner Bros Harry Potter Studio Tour! Click [here](#) to sign up!

## LOWER SCHOOL

### Y7 STEM Workshop

On **Tuesday 3rd December** we are hosting a STEM workshop for Year 7 students, we had some very enjoyable workshops last year. The theme of the workshop is Sustainable Energy and it is being facilitated by Tomorrows Engineers. There are 60 places available. Students need to sign up with Mrs Dowdall who is based in the Maths office.

### Knowledge Organisers

All Year 7 students should all have their knowledge organisers, they can be used to support learning in lessons and also at home. Please click [here](#) to see the letter sent home that will provide you with some more information regarding the use of knowledge organisers.

### Y7 Team Sport Photographs

If your child takes part in a team sport, i.e. hockey, football, rugby or netball, please ensure your child brings either their blue and white PE kit (boys), or white PE kit (girls), on Monday 2nd December. Their full and correct PE kit is required for team photographs which will be taken on Monday during lunchtime.

### Y7 Christmas Poetry Competition

We are searching for creative and talented Year 7 students who can write an original poem or piece of prose based on the theme of Christmas. Three winners will be selected to read their own Christmas writing at the Christmas Carol Service on the evening of **Monday 16th December** at St Peters Church.

To enter the competition, students should write their own poem or prose including one of the following:

- A description of a wintery/Christmas landscape
- A description of a festive scene.
- An account of what Christmas means to you.
- A reworking of a well-known Christmas poem or story.

- Please write no more than 250 words.

Students should put their name and form on the entry and submit to Mrs Richards by **Friday 6th December**. They can email [r-richards@lymmhigh.org.uk](mailto:r-richards@lymmhigh.org.uk) or hand them in at the Performing Arts staffroom.

### DofE Update – Nov 2019

All Bronze and Silver students are now registered on eDofE. If your child was absent yesterday and missed their appointment, please ask them to visit the School Shop to speak to Mrs Hill ASAP and certainly by **Wednesday 4th December**.

Gold students are already in the edofe system because of previous awards and the vast majority of students are registered and have started their activities. Please ask your child to logon and show you that they've completed their section planners for Volunteering, Physical and Skill sections and pressed submit so we can approve their aims. Each year, we have a small number of students who, despite chasing them, don't press submit so we cannot approve the activity they've chosen. Other than the fact that we cannot support them with the award, the biggest danger is that they start an activity which is not on the approved list for that section, for example 'sporting activities' can only be chosen in the Physical section and not the Skill section. Please click [here](#) for a list of approved activities in all sections – students have also been directed to this document which is on our website under Enrichment/Duke of Edinburgh's Award, along with other useful documents such as one which has ideas and contacts for Volunteering placements.

Next steps for all students – please get your child to logon to eDofE and complete their section planners. This involves going into the 3 sections (Volunteering, Physical and Skill) and choosing an activity, an aim and an assessor. The assessor will be the person completing the report at the end to confirm the student has completed the activity and will comment on what they have learnt/achieved. The assessor must not be a family member. Sometimes students find it difficult if their skill will be completed at home, for example if they choose Cooking as their skill. In this situation, students should take photos of each step of the cooking process for each dish, upload them to eDofE and show them to their Food Tech teacher who can act as an Assessor. Depending on the item cooked, students may want to bring the finished item into school for their Food Tech teacher to see or taste!

Please ask your child to see Mrs Hill in the School Shop if they have any problems with logging on or choosing an activity on eDofE.

## UPPER SCHOOL

### DofE Update – Nov 2019

All Bronze and Silver students are now registered on eDofE. If your child was absent yesterday and missed their appointment, please ask them to visit the School Shop to speak to Mrs Hill ASAP and certainly by **Wednesday 4th December**.

Gold students are already in the eDofE system because of previous awards and the vast majority of students are registered and have started their activities. Please ask your child to logon and show you that they've completed their section planners for Volunteering, Physical and Skill sections and pressed submit so we can approve their aims. Each year, we have a small number of students who, despite chasing them, don't press submit so we cannot approve the activity they've chosen. Other than the fact that we cannot support them with the award, the biggest danger is that they start an activity which is not on the approved list for that section, for example 'sporting activities' can only be chosen in the Physical section and not the Skill section. Please click [here](#) for a list of approved activities in all sections – students have also been directed to this document which is on our website under Enrichment/Duke of Edinburgh's Award, along with other useful documents such as one which has ideas and contacts for Volunteering placements.

Next steps for all students – please get your child to logon to eDofE and complete their section planners. This involves going into the 3 sections (Volunteering, Physical and Skill) and choosing an activity, an aim and an assessor. The assessor will be the person completing the report at the end to confirm the student has completed the activity and will comment on what they have learnt/achieved. The assessor must not be a family member. Sometimes students find it difficult if their skill will be completed at home, for example if they choose Cooking as their skill. In this situation, students should take photos of each step of the cooking process for each dish, upload them to eDofE and show them to their Food Tech teacher who can act as an Assessor. Depending on the item cooked, students may want to bring the finished item into school for their Food Tech teacher to see or taste!

Please ask your child to see Mrs Hill in the School Shop if they have any problems with logging on or choosing an activity on eDofE.

## SIXTH FORM

### Summer 2019 Certificate Collection

Year 11 students who left Lymm High School in summer 2019, can now collect their GCSE Certificates from the school exams office.