



Welcome back  
Welcome to CHA

Compassion  
Self-discipline Love  
Honesty Forgiveness  
Respect Hope

# Our new school plan



E block is nearly ready

D block is nearly ready

Maths is being taught in T block

We will update you all as to the progress of the building work during the week

Compassion  
Self-discipline Love  
Honesty Forgiveness  
Respect Hope

- How have you followed these over the summer holidays?
- How can we make sure we follow these now we are back at school?

# Good news items

- Our best ever GCSE, BTEC and A Level results - lots of high grades, many students achieved results above their target grades
- Although a delay in the building work, this will be wonderful when it is finished: science labs, additional classrooms, more recreation space, additional washrooms, more student lockers, more IT rooms
- Amazing new staff appointed, now working here at CHA



# Covid update

- You may still wear your mask if you wish
- Continue to wash your hands regularly and use the sanitiser in each of the classrooms
- Walk on the left-hand side of corridors and stairs
- Use bins for any used tissues or wipes
- Keep rooms ventilated as much as possible
- CO2 sensors are arriving to help us know if rooms need more ventilation



# General Guidance for Students

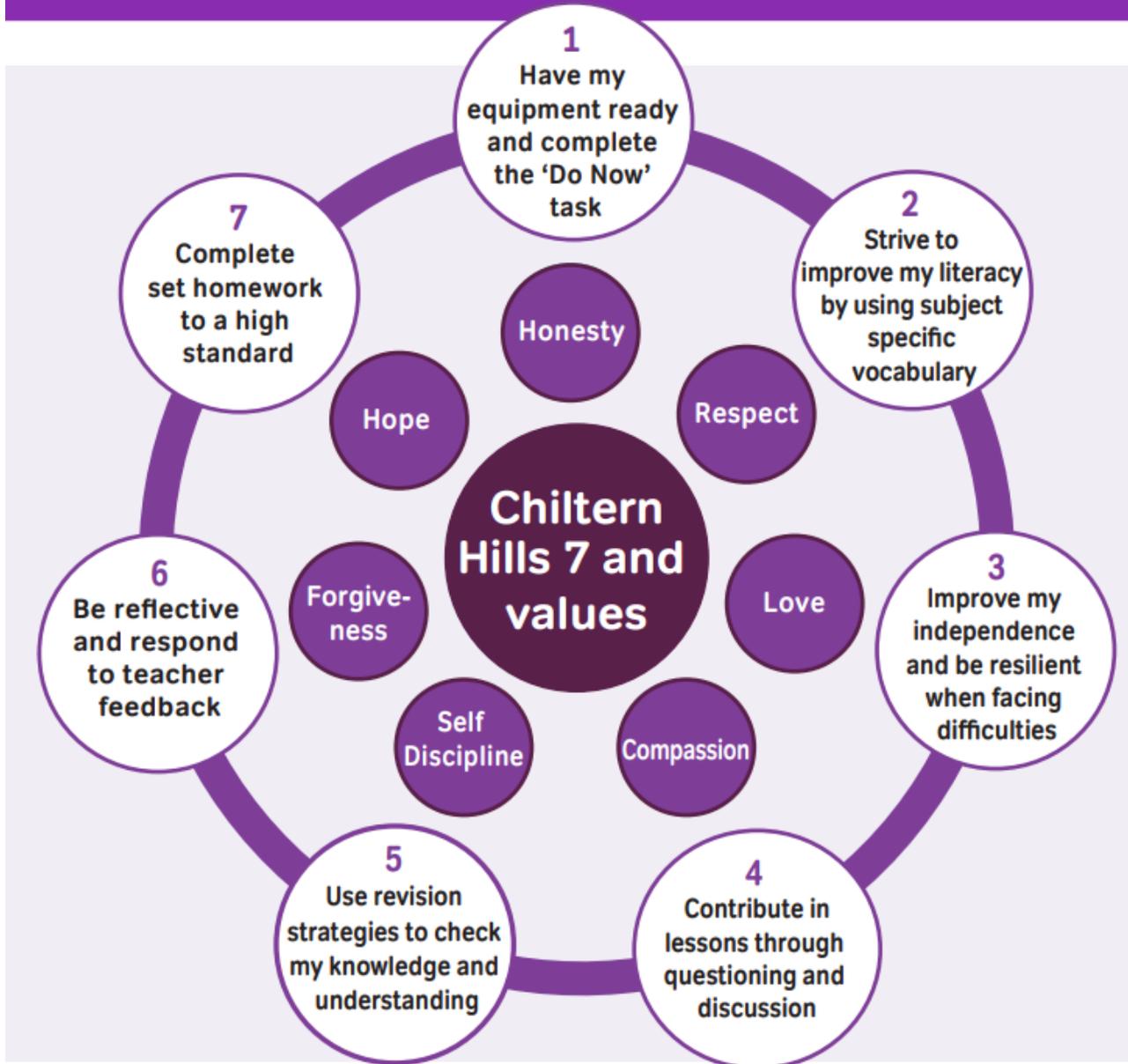
## Form time and lessons:

- Do not queue in the corridors, go into your timetabled classroom and sit where you have been told to sit
- Take out of your bag the correct equipment for the lesson and your reading / revision book. Whilst waiting for the lesson to start read your book in silence and get on with the 'do now' task
- Place your bag under your table and place your coat (if you have one on the back of the chair) In some practical and IT rooms there are lockers for your bag, use these to keep the floor areas clear
- Once seated, stay seated until dismissed or given other instructions

## Break and Lunchtimes

- Food and drink should not be consumed upstairs in any part of the school (excluding Sixth Form/T block)
- In the dining/social areas all students are expected to keep noise to a quiet, normal conversation level
- All users of the dining/social areas are expected to leave the area tidy making use of the bins provided and returning chairs to under the tables
- Students are expected to remain seated at break and lunchtimes when using the atrium and hall. In the hall sit at the tables/seats.

# Classroom Reminders



# General Guidance for Students

## Fire Evacuation

Always follow the green 'exit signs'



### On hearing the fire alarm follow instructions below

#### During lessons:

- 1 Wait quietly for instructions.
- 2 Close windows and doors as you leave the room if safe to do so, checking that the teaching areas are clear.
- 3 Leave buildings by nearest exit and proceed quickly and in silence to the assembly point (AGP).
- 4 Do not stop to collect personal belongings and DO NOT USE THE LIFTS.
- 5 Line up in single file in register order at the assembly point and wait in silence for instructions.
- 6 When dismissed leave assembly point in silence.

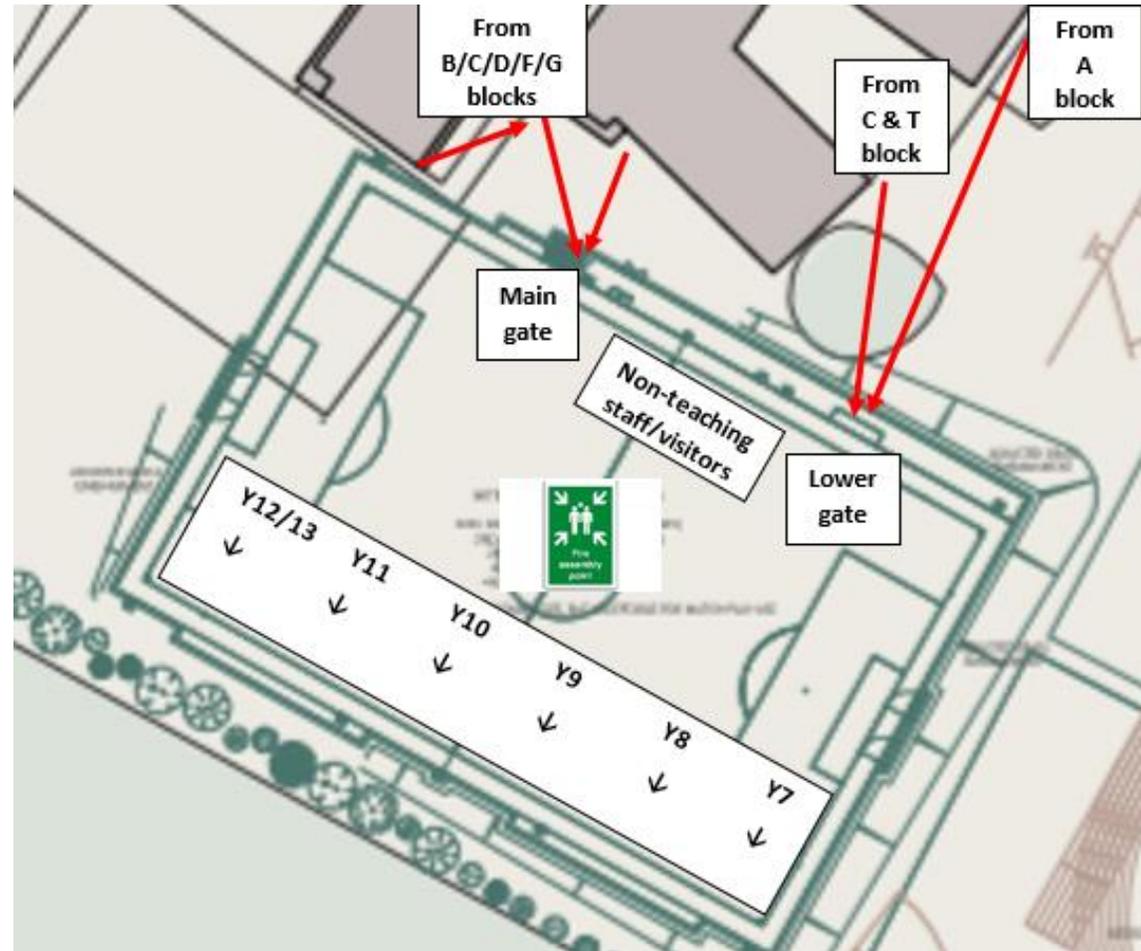
#### At all other times:

- 1 Leave building by nearest exit and proceed quickly and in silence to the assembly point.
- 2 Do not stop to collect personal belongings and DO NOT USE THE LIFTS.
- 3 Line up in single file in register order at assembly point and wait in silence for instructions.
- 4 When dismissed leave assembly point in silence.

# General Guidance for Students

## Fire Assembly Area

1. Students must line up in Form Groups, in alphabetical order and in silence.
2. Students must face away from the school whilst the register is being called.
3. Keep to the foot paths and walk silently to the Fire Assembly area



# Uniform Reminders

**Ties and Shirts** – Buttoned to the top, tie done up to the top with the front of the tie at least the length of an A4 piece of paper.

**Shoes** must be **plain black**. No boots, trainers or plimsolls.

The **academy blazer** must be worn at all times (unless permission is given to remove it in a classroom).

All items of clothing should be in a good, respectable condition. Torn blazers, tights with holes in and ties which have been drawn on are unacceptable.

An academy design **grey jumper** may be worn under the blazer, if wished.

(There is no excuse for wearing any other design jumper or alternative.)

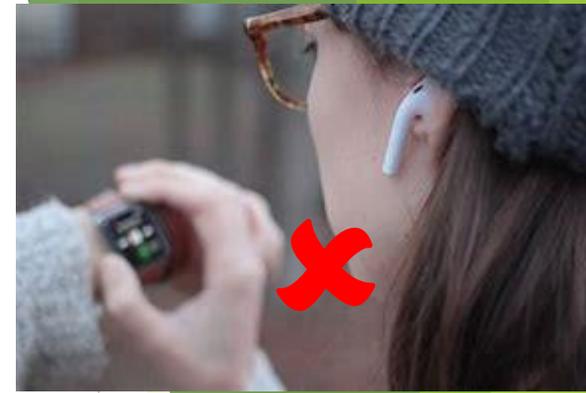
Any extra layer worn under your shirt must not be visible. (E.g. No dark t-shirts or long sleeves extending beyond the white shirt sleeves)

If it is cold/wet a **suitable outdoor coat** (not hoodie) may be worn over the blazer but the coat is **not** an alternative to the blazer.

**Your uniform should look smart as you leave your home and as you arrive back home at the end of the day.**

# Reminders 2

- Shirts should be tucked in at all time
- Bracelets, bands, bangles, necklaces etc. are not permitted
- Nail varnish, if worn, must be clear or “natural”
- Make-up, if worn “must not be obvious”
- A wristwatch and a simple small, plain (gold or silver) ring or stud may be worn in each ear.
- No facial jewellery is permitted
- Hair colour must be a ‘natural’ colour
- Skirt length must be a maximum of 5cm above the knee and a black, pleated design
- No mobile phones after 8.40am until the end of the day – or they will be confiscated



**Please remove all jewellery which is not permitted and do not wear it to school in future. If you do, it will be confiscated.**

Spend some time looking at the poster and make sure this is all clear and understood

## Uniform Expectations

Our Academy uniform and PE kit are supplied by XL Schoolwear Website: www.xlschoolwear.co.uk Email: orders@xlschoolwear.co.uk Tel: 0790 750195  
The compulsory uniform standard for all students up to the end of Year 11 from September 2021 is:



### Uniform

- Black jacket/sweater (minimum length – suit above the knee) or black formal trousers (no shiny trousers)
- Plain white formal collared shirt (not an open neck sweater)
- Academy tie (fied to an A4 page maximum length)
- Dark or white socks/neutral coloured light/black tights/socks with no pattern)
- Plain black formal shoes (no high heels, boots or trainers/sneakers)
- Academy blazer
- Optional – Academy grey "V" neck jumper (with silver braiding) to be worn under the blazer. However, only the specified grey jumper will be accepted.
- Holes (if chosen) are to be on plain black material
- Black formal trousers (no shiny trousers)
- Plain white formal collared shirt
- Academy tie (fied to an A4 page maximum length)
- Dark coloured blazer
- Plain black formal shoes (no boots or trainers/sneakers)
- Academy blazer
- Optional – Academy grey "V" neck jumper (with silver braiding) to be worn under the blazer. However, only the specified grey jumper will be accepted.
- Any hair covering for religious reasons must be of plain black material

Clothing not permitted under any circumstances includes: jeans, trainers, hoodies, bandanas, sleeveless shirts/tops, clothing with chains and attachments, clothing and bags with offensive statements, clothing which covers the face, any other facial piercings, impractical or dangerous footwear.

### PE Kit



- PE polo shirt – Academy design
- Sweatshirt – Plain Black or Academy Design
- Shorts – Plain Black
- Netball skirt – Plain Black or Academy Design
- Black Leggings – Academy Design
- Track suit bottoms – Plain Black
- Socks – Plain Black
- Trainers – Suitable for Indoor Facilities
- Football boots – When Applicable (Mounted Plastic Studs)

- Students are expected to wear their uniform with pride
- Clothing not permitted under any circumstances includes: jeans, hoodies, bandanas, sleeveless shirts/tops, clothing with chains and attachments, clothing and bags with offensive statements, clothing which covers the face, any other facial piercings, impractical or dangerous footwear
- The only jewellery permitted is a wrist watch and one small plain gold or silver cufflink stud or ring in each ear. No other facial studs are permitted, nor are "spacers" or "stretchers" in the ear.
- Hair should be neat and clean. Students will be expected to remove hair accessories which does not comply which includes French manicure/pedicure. False nails are not permitted.
- No offensive hairstyles or hair-colouring are permitted. This includes "rainbow" dyes, natural coloured variations to hair may be acceptable but parents should seek the advice of their child's Academic Year Leader before committing this.
- Tattoos and henna if worn must be discrete and plain black in colour.
- Clogs – students will need a sensible and worn waterproof shoe at certain times of year. Lightweight track suit type jackets, "hoodies" and warm jackets are NOT permitted.

## Behaviour for Learning

At CHA we Create, Aspire and Excel through:

- An environment of mutual respect
- A school that values everyone
- Effective teaching and learning

Our Expectations for your Behaviour

- Keep to the list
- Be punctual
- Walk sensibly
- Use respectful language
- Follow our CHA values
- No mobile technology after 8:30am
- Put your rubbish in a bin and replace chairs under tables

## CHA MERITS LADDER

In lessons	Awarded by	Merit total	School contribution
Excellent work in a lesson	Subject teacher	1	Consistent punctuality
Significant improvement in effort			Correct uniform
Excellent homework	APT/SU/SULT	2	No behaviour points in a week
Displaying Leadership Skills			Displaying any of the following values
Excellent performance on a report	All staff	3	Self-Direction
Displaying any of the following values			Forgiveness
Self-Direction	All staff	3	Love
Forgiveness			Honesty
Love	All staff	3	Hope
Honesty			Value (Showing Respect)
Hope	Subject Teacher	4	Value (Showing Respect)
Value (Showing Respect)			Participation in an assembly
Excellent work during whole and end of week	Subject pastoral team	5	Participation in an assembly
Subject pastoral team			Meeting without attendance targets
More than 1 % and 2% on PC	APT	10	Attendance effort
Achieving 80% attendance on a progress check	ATL	10	Staff member
Student of the month award	Curriculum Leader	10	No Consequences in a full term
All 7% for learning on a Progress Check	APT	15	100% attendance in a term
All 7% for homework on a Progress Check	APT	15	No Consequences in a term
		20	Use Principal commendation
		30	Principal
		30	100% attendance for the year
			Attendance effort

THE FOLLOWING MERIT CERTIFICATES ARE GIVEN OUT:

50 merits – bronze 100 merits – silver 200 merits – gold 300 merits – platinum 400 merits – diamond 500 merits – CHA

## Our Targets

A culture of high achievement

Outstanding learning & teaching

Number one school of choice in the Chesham area

Shared values & ethos

Maximise attendance

## Our Values

Our Christian values help us to build a community together. They are based on the life and teaching of Jesus found in the Bible, but offer a foundation for life together that embrace those of all faiths and none.

- Self-discipline
- Respect
- Love
- Hope
- Honesty
- Forgiveness
- Compassion



## Behaviour Ladder

Level	Examples of behaviour	Consequence	Who
B1	■ Talking/swearing others from learning ■ Aggravated if seat ■ Late to lesson	Verbal warning	Class teacher
B2	■ Repeated B1 behaviour ■ Non-completion of homework and class work ■ Homework not handed in ■ Lack of equipment ■ Breaking class rules	3 B2s lead to a letter home – administered by the APT	Class teacher
B3	■ Persistent B2 behaviour ■ Rudeness to a member of staff ■ Refusal to follow instructions ■ Inappropriate language use, including in conversation ■ Littering in lessons (more than 3 times) ■ Being in the vicinity of students ■ Failure to attend homework sessions ■ Dr-offs ■ Cheating/guilt ■ Missing resources ■ Persistent uniform issues ■ Mis-use of mobile technology	Removal from lessons by Subject Leader and a one hour detention All to be administered by the teacher/SLT involved with the issue B3s. Curriculum areas also set up their own arrangements. Email/SMS messages/phone call home should then be caught up after school	Class teacher, Subject Leader, ATL, any member of staff
B4	■ Persistent B3 behaviour ■ Insulting others or fight ■ Smoking/possession of cigarettes, lighters, e-cigarettes ■ Failure to attend a B3 detention ■ Being caught in an act of dishonesty ■ Removal from lesson by Senior Leadership Team/subject leader ■ Academic Year Leader ■ Copying/stealing/lifting materials from a peer	Principal's attention 1 or 2 hours (failure to attend will result in further sanctions)	Class teacher, Subject Leader, ATL, any member of staff
B5	■ Persistent B4 behaviour ■ Withing out of school ■ Damage to school/other's property (and of repair incurred by student) ■ Swearing serious a case of another student ■ Deliberate defiance ■ Hostile/abusive language directed at another person ■ Harsh verbal behaviour ■ Fighting with another student ■ Bullying incident ■ Behaviour that compromises the safety of others	One day's detention/verbal Academic Report ATL or SLT to make the phone call home	SLT
B6	■ Persistent B5 behaviour ■ Swearing at or about a member of staff ■ Theft ■ Intimidation or aggression towards a member of our community ■ Possession and/or consumption of alcohol ■ Persistent bullying ■ Harass or homophobic abuse	Final term exclusion from normal school (This would be Learning Zone, Internal Exclusion from the 1st term number of days in the exclusion) depending on circumstances and how appropriate final term Exclusion is for individual student	SLT
B7	■ Persistent B6 behaviour ■ Possession of offensive weapon or illegal drugs ■ Violence towards a member of our community	Permanent exclusion	Principal

# Behaviour for Learning

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## Our Expectations for your Behaviour

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- Follow our CHA values
- No mobile technology after 8.35am
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## CHA MERITS LADDER

In lessons	Awarded by	Merit total	School contribution	
Excellent work in a lesson	Subject teacher	1	Consistent punctuality	AFT
Significant improvement in effort			Correct uniform	
Excellent homework			No behaviour points in a week	
Showing Leadership Skills				
Excellent performance on a report	AFT/AYL/SLT	2		
<b>Displaying any of the following Values</b>	All staff	3	<b>Displaying any of the following Values</b>	All staff
Self-Discipline			Self-Discipline	
Forgiveness			Forgiveness	
Love			Love	
Honesty			Honesty	
Compassion				
Hope			Hope	
Value - Showing Respect	All staff	4	Value - Showing Respect	All staff
Excellent work during whole unit of work	Subject Teacher	5	Participation in an assembly	AFT/AYL/SLT
Subject postcard home			Meeting school attendance targets	Attendance officer
Mixture of 1's and 2's on PC	AFT	10		
Achieving 60% on/above on a progress check	AYL		Contribution to extra-curricular club	Staff member
			No Consequences in a half term	AYL / Support
			100% attendance in a term	Attendance officer
Student of the month award	Curriculum Leader	15	No Consequences in a term	AYL / Support
All 1's for learning on a Progress Check	AFT		Vice Principal commendation	Vice Principal
All 1's for homework on a Progress Check	AFT			
		30	Principals Commendation	Principal
		50	100% attendance for the year	Attendance officer

### THE FOLLOWING MERIT CERTIFICATES ARE GIVEN OUT:

**50 merits** – bronze   **100 merits** – silver   **200 merits** – gold   **300 merits** – platinum   **400 merits** – diamond   **500 merits** – CHA

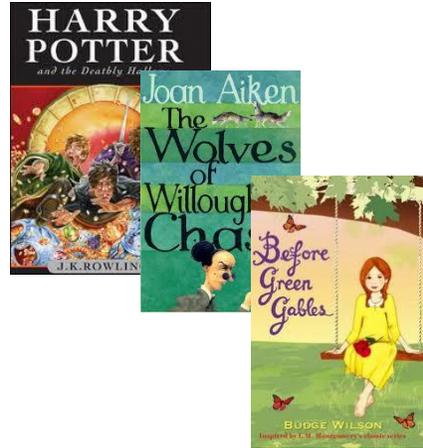
Look in your planner for the relevant pages linked to the poster

Have you signed the declaration in the planner? (page ?)

Read it and sign it please

# Equipment to help in your learning

This is the very least you should have in school every day



## EQUIPMENT

Pens, pencils,  
ruler

rubber, pencil  
sharpener,  
calculator,  
protractor,  
compass,

reading book,  
planner

PE kit

On certain days you may also need:

- Full P.E. kit
- Colouring pencils
- Ingredients for Food Technology
- Materials for D&T

# General Considerations 1

- ▶ 1. Take care and be proud of our learning and working environment. If something is not right report this to Student Services.
- ▶ 2. We are a chewing gum free community; this keeps the carpets and furniture clean, a one hour detention will follow if you ignore this rule!
- ▶ 3. We want to keep the carpets clean and as a result there should be no eating upstairs (except for the Sixth Form Common Room).
- ▶ 4. There is no reason for you to hold or touch another student or member of staff,
- ▶ our personal space is important to us all, it is even more vital with the virus risks.
- ▶ 5. Merits all start from '0'! Make sure that you do everything you can to gain these rewards. They are given to you for: Outstanding Effort, Academic Achievement, Displaying our Values. Your first target is a Bronze Certificate for achieving 50 merits.
- ▶ 6. We all start the year with 100% attendance – try to keep your attendance 100% this year!

# General Considerations - Safeguarding

## CHA Safeguarding Team



Mrs Conway

**Designated Safeguarding Leads**



Mrs Fulton-Willis



Miss Kape

**Deputy Safeguarding**



Ms Astles

**Additional Safeguarding**



Mrs Fordham

**Additional Safeguarding**

If you need to talk about a safeguarding concern, email or talk to any of the members of staff

[safeguarding@chacademy.co.uk](mailto:safeguarding@chacademy.co.uk)

**Are you...**

Feeling UNSAFE?  
Being BULLIED?  
Being ABUSED?

**And you want it to stop?**

**Then...  
Speak up!**

**Tell an adult you can TRUST!**

- The Principal
- Your Parents
- A Teacher
- Student Services

CHILTERN HILLS ACADEMY

The infographic features a cartoon character with a grey visor covering its eyes, set against a background of hands. The text is arranged in a flow from top to bottom, starting with questions in thought bubbles, followed by a call to action, and then a list of trusted adults.

# Mental Health Awareness

**AWARE**



**CARE**



**SHARE**



## Mental Health First Aiders at CHA



Miss Eames



Mr McFadden



Miss Ghjoul



Ms Perryman



Mrs Martin



Miss Page



Mrs Fulton-Willis  
Designated Safeguarding



Ms Astles  
Safeguarding Team

You can also contact Mrs Fordham/Mrs Milner in Student Services and any adult you feel comfortable talking to – we are here to help

### Shout

Free, confidential,  
anonymous text service  
available 24/7

Text: 'SHOUT' to  
85258



### HOPELINE

Confidential support and  
advice; open 9am to  
midnight, 365 days a year

Call: 0800 068 4141  
Text: 07860 039 967



### Samaritans

24/7 helpline, 365 days a  
year

Call: 116 123



### Kooth

Free, safe and  
anonymous support

Visit:

[www.kooth.com](http://www.kooth.com)



**Mrs Conway – Designated Safeguarding Lead**

[safeguarding@chacademy.co.uk](mailto:safeguarding@chacademy.co.uk)

Look out for the Mental  
Health 'Aware Care Share'  
posters around the academy

Ask if you need help over anything.

Have a fantastic start to your year at school, this is your learning and your future and we want you to do well.

Y11 GCSE / BTEC Students, August this year:

