



2<sup>nd</sup> November 2022

STATION ROAD KNOWLE SOLIHULL B93 0PT  
01564 773 348  
WWW.ARDEN.SOLIHULL.SCH.UK

Dear Parents/Guardians of KS3 and KS4 Students

### Positive Impact of Standard Operating Procedures

You may have heard from your child that in September we relaunched our 'Standard Operating Procedures' or 'SoPs'. This letter is a helpful summary of the expectations that we have of our students. Alongside this we also shared with students an easy to access list of what sanctions to expect if they choose not to follow our expectations.

The aim of this relaunch was to improve consistency in certain aspects of behaviour and learning. We are really pleased to be able to report that this has happened and in particular:

- **The three strikes policy when students have incorrect uniform** - this has resulted in a significant improvement in the way students present themselves smartly in school.
- **The three strikes policy when students are late** - lessons are able to start more swiftly, enabling more time to be allocated to starter activities that both settle students and allow for recapping of previous work.
- **The use of a perfect page (Years 7-11)** - this has demonstrated to students the need for neatness of presentation and a good start has encouraged them to maintain high levels of effort and organisation. It is clear students are taking pride in their work.
- **Clear equipment lists** - the vast majority of students bring the correct equipment to lessons. This means teachers do not have to loan equipment and there is no disruption to the flow of learning.

We have moved to a more centralised detention system when students are late to lessons or do not have the correct equipment. In most other cases a detention or sanction will still be carried out by the classroom teacher, so they are able to talk to the student and hopefully help them overcome the problem that caused the detention.

Please see a link to our Standard Operating Procedures and Sanctions, available on the school website:

<https://www.arden.solihull.sch.uk/information/students-standard-operating-procedures-sops/>

It may be helpful for you to refer to these in the future to check our expectations with uniform, equipment or our standards in general.

Thank you for your continued support.

Yours sincerely

**Mr M Hooper**  
Deputy Headteacher

**Miss L Page**  
Deputy Headteacher

