



WEST SUSSEX COUNTY COUNCIL

# IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

**Compassion**  
**Achievement**  
**Respect**  
**Endeavour**

*The cornerstones of our learning community*

Dear Parent/Carer

Those of you with older sons/daughters will know that our Year 11 Graduation Ceremony is one of the highlights of the school year. It is a way of celebrating success, effort and contribution to the school and wider community as students move towards the next stage of their education. In a change to the publicised date, we will be holding this year's Graduation Ceremony at the Effingham Hotel Copthorne, on Monday 4<sup>th</sup> May.

Part of the graduation process, is for students to meet set criteria, including punctuality and behaviour points. We monitor these from Monday 6<sup>th</sup> January, the start of the Spring term, and students have received an assembly giving them full details.

Graduation Criteria	Graduate	With Merit	With Distinction
Punctuality <i>Number of times late from 06/01/2020</i>	3 or less	2 or less	None
Behaviour Points <i>From 06/01/2020</i>	12 or less	5 or less	None

The other set criteria are attendance and achievement points which are monitored throughout the whole of Year 11. It is important for students to attend school every day and we know that continuous high attendance has a direct impact on students' attainment. We appreciate that some absence is inevitable. Please continue to communicate with us if there are any issues that we can support you with.

To provide clarity on the sorts of reasons that behaviour points are given, here is a list of the most common reasons behaviour points were allocated to Year 11 students since the beginning of this school year. Please discuss these with your son/daughter so that we are all sharing the same messages.

- Use of mobile phone during the school day
- Detention – after school or lunchtime
- Lateness
- Uniform infringement
- Use of offensive language
- Lesson exclusion/isolation

We very much hope you will support and encourage your son or daughter to engage with this process that runs until Friday 3<sup>rd</sup> April. We would like to take this opportunity to communicate that only students who successfully 'Graduate' will have automatic eligibility to the 'Class of 2020 Prom' on 18th June. Further details will be given to you at the Year 11 Parent Briefing Evening on Wednesday 18<sup>th</sup> March. In the meantime, please do not hesitate to get in touch should you have any queries.

Kindest regards

**Mrs D O'Dell**  
**Head of Year 11**

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