

## Home School Agreement

The school makes every effort to give every child the opportunity to realise their full potential. A partnership between home and school is essential if we are going to realise that aim. Therefore, we ask all families to sign this agreement.

The school endeavours to:

- provide a secure, happy and stimulating learning environment in which we encourage all pupils to do their best in all situations.
- provide a broad and balanced curriculum that challenges your daughter to achieve her potential and contact you if there are any academic or behaviour concerns that we have.
- provide weekly updates on your daughter's attendance in line with our Attendance Policy especially with regards to absences (authorised and unauthorised), lates, early leave and will notify you of absence days that have been accumulated due to lates and early leaves.
- ensure staff and pupils embody Shirburnian Values; **Teamwork, Respect, Honesty, Kindness, Perseverance and Responsibility**. These core values are at the heart of everything we do.
- keep you informed about what the school intends to teach the children each term.
- encourage your daughter to show friendship towards and respect for others, and to abide by school behaviour policies.
- ensure that if your daughter needs to be reprimanded for any reason, it is in accordance to our policies, procedures and the MOEHE Code of Ethics (which are attached to this Home School Agreement) with the intention of allowing your daughter the opportunity to reflect and correct her behaviour.
- encourage your daughter to develop a good level of spoken and written English.
- keep you informed of your daughter's progress and alert you to any potential problems.
- set appropriate homework for your daughter.
- make you feel welcome when you visit the school and respond to your enquiries or concerns in a timely fashion.
- keep you informed about activities and events through Parents' Notices, letters and messages and
- as members of the Outstanding Schools' Programme, we are committed to delivering the requirements of the Ministry of Education's three core subjects.

Also:

If the government or the Ministry of Education orders the closure of schools in exceptional circumstances (that is, for reasons other than public or school holidays), the school will implement an e-learning programme and pupils will find all relevant materials and tasks on Teams and software platforms such as Century Tech and Accelerated Reader. These will be updated every school day. The e-learning programme will constitute part of a pupils' education at Sherborne Qatar School for Girls.

Parents will:

- having chosen Sherborne Qatar School for Girls for your daughter, accept the school's aims and values and positively support the school.
- embody Shiburnian Values; **Teamwork, Respect, Honesty, Kindness, Perseverance and Responsibility.**
- treat all staff members at the school with respect, verbally and in writing, in person or not.
- abide by and cooperate with the school's rules policies, procedures and operating protocols (designed to treat everyone fairly and to ensure the safety of our pupils) and the MOEHE Code of Ethics, including wearing the correct school uniform with lanyard for pupils in Years 7-12.
- ensure that your daughter attends school punctually every day the school is in session, unless there is a good reason for absence (for example, illness). The expected attendance is above 90% which is 162 of 180 school days in the academic year, in line with Ministry of Education expectations; Parents will familiarise themselves with the Attendance Policy especially with regards to absences (authorised and unauthorised), lates, early leave and understand that absence days will be accumulated due to lates and early leaves.
- note that a pupil whose attendance drops below 90% for the year may be entered on the Ministry of Education's records system as having failed the year, particularly if absences are unauthorised or unexplained and accompanied by poor punctuality and effort. Consequently, that pupil would be required to repeat the year.
- note that leave of absence must be applied for in advance, with a valid and good reason. It is entirely at the school's discretion whether this leave is granted and whether the status of any absence is 'authorised' or 'unauthorised'.
- in the event of absence, notify the school by phone or email, with the reason given.
- support the school's policies on learning, behaviour, uniform, mobile phones, ICT use and healthy eating.
- attend Parents' Meetings to discuss your daughter's progress held throughout the school year as well as any meetings prompted by staff for academic or behaviour concerns.
- promptly inform the school of any matters that may affect your daughter's learning, behaviour or happiness in school.
- not make negative comments about the school on social media (including WhatsApp groups) and note that this behaviour may result in the parents being asked to withdraw their daughter. If parents have an issue, they should immediately bring it to the school's attention.
- approach senior leaders in the school first before they go to the MOEHE with any concerns and complete the schools complaints form so that they concern can be addressed by SLT.
- familiarise themselves with how to access school policies on the website and have read the Behaviour, Attendance, Uniform, Mobile Phone and Healthy Eating Policy and understand the policies and procedures are in place to keep their daughter and other pupils safe at all times.
- Provide their daughter with healthy food to eat during the school day along or provide her with a topped-up canteen card to purchase food to stay nourished and healthy during the school day.
- Collect their daughter, or make arrangements for her collection, on time every day and understand that if late collection occurs on a reoccurring basis the school make take action.
- Accept that bag and locker searches will take place throughout the school year whenever it is deemed necessary by the school SLT and that this is not solely dependent upon suspicion of unauthorised items being in the pupil's possession.
- accept that, as you have chosen a British curriculum school, you agree that your children should always speak English except in other language lessons and in designated areas such as the Prayer Room.

Also:

- as parents we acknowledge that if the government or the Ministry of Education orders the closure of schools in exceptional circumstances (that is for reasons other than public or school holidays), the school will implement an e-learning programme. We acknowledge that the e-learning programme constitutes part of our daughter's education at Sherborne Qatar School for Girls and will ensure our daughter 'attends' and engages with the e-learning programme; and
- we acknowledge that a pupil's absence from e-learning will be considered for her overall attendance record for the academic year.

As a pupil I will:

- always try my best in everything I do in school.
- always aim to be in school every day on time and be punctual to all lessons.
- take pride in my school and wear my correct uniform (with lanyard -Years 7-12) with pride.
- acknowledge our school values and conduct myself according to Shiburnian Values – Teamwork, Respect, Honesty, Kindness, Perseverance and Responsibility and reflect Shiburnian Values in everything I do.
- actively participate and engage in all aspects of school life including extracurricular activities.
- always speak English except in other language lessons and in designated areas such as the Prayer Room.
- become familiar with the school rules, practices and procedures and ensure I always follow and abide by them.
- accept the sanctions that are applied if I have not abided by the school rules, policies, procedures and the MOEHE Code of Ethics.
- show respect for all my fellow pupils and all school staff (teachers, teaching assistants, administrative staff and support staff) at Sherborne Qatar School for Girls.
- not create unnecessary distractions ensuring I always allow other pupils to learn.
- bring the correct equipment to school every day including my Windows device and respect others and the school's property.
- complete any homework set to the best of my ability; and
- always speak with a member of staff if I feel afraid, confused, sad or unsure of anything.
- find out who is available for me to speak to if I have any concerns.
- Use my Windows device in the correct and appropriate way so not to cause any harm to other pupils, staff or myself.
- accept that bag and locker searches will take place throughout the school year whenever it is deemed necessary by the school SLT and that this is not solely dependent upon suspicion of unauthorised items being in the pupil's possession.
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Also:

- I acknowledge that if the government or the Ministry of Education orders the closure of schools in exceptional circumstances (that is for reasons other than public or school holidays), the school will implement an e-learning programme. I acknowledge that the programme will form part of my education at Sherborne Qatar School for Girls and I will engage with it fully and submit all work requested, in the same way that I would during normal learning in school.

Signed Headmistress

Signed Parent:

Signed Pupil :