

## Parent/carer responsibilities

- Please inform the teacher of any special circumstances e.g. allergies etc and ensure we have up-to-date contact details for you
- Please inform the teacher if your child is sick on the day of their club by text or email.
- Please inform the teacher if your child will be collected by a different person to usual (after school clubs only).
- Please ensure your child has their French/Spanish book (and any other requested items) on the day of their lesson.
- Your child learns through you and will equally copy your apathy as well as your enthusiasm. Please give plenty of praise when they practice French/Spanish at home. Use the **La Jolie Ronde Media Player App** as children who listen at home are more confident in class and retain the target vocabulary.



- **Be ready!** Students are to sit at the table with their book closed on the desk. Children who arrive late are encouraged to settle into the current activity quietly and quickly and join in when they feel ready. Lunchtime classes: For KS1 the tutor visits the dinner hall and sounds a bell/whistle in the playground. Students are not permitted to enter the classroom until the teacher is present or to leave to look for missing students once the lesson has begun. For some KS2 students it is expected they come directly to class on time or meet their tutor at the agreed meeting point. Those who do not come are marked as absent and a text message sent home. For after-school classes the tutor shall collect children from their usual classrooms or designated 'pick up point' at the end of the school day.

- **Respect!** The teacher at the start of each class/activity sets clear instructions and expectations in French/Spanish and English. If your child is reluctant to follow the instructions from the teacher and/or is distracting the other children in the class, we will ask your child to cooperative in a positive manner and if not effective your child may be asked to 'sit out' until the tutor is happy for them to re-join the class.

We aim for our tutors to use only positive language in our lessons and expect the same from attendees. Criticism of another student or negative commentary during activities shall be discouraged, and if felt necessary referred to the school and parents/carers.

- **Safe!** Students whose behaviour could harm or endanger themselves or other participants will not be tolerated, including when using props or equipment\*. For example running around in circles, throwing items or unwanted physical contact. We will encourage your child to make the right choices and consider safety with their actions however if this is unsuccessful your child will be asked to 'sit out' the activity in question, and if felt necessary referred to the school and parents/carers.

## Behaviour management

Lessons have varied activities that aim to keep children engaged with the class throughout the session. With the children we use the 'Class culture', pictured above and explained below. We will inform parents/carers and school staff of behaviour we are concerned about\*.

\* Please note that consistent lack of adherence to the class culture can result in exclusion from lessons including not adhering to the Covid safety measures. This is a last resort only after all other avenues of help & support has been given.