



Fulford School

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24th June 2019

Dear Parent/Carer

As we move towards the end of this academic year, I am writing to inform you that, from September, we will be using an electronic system for recording positive and negative behaviour incidents. This app based system called Class Charts, is the platform by which you will access information regarding positives and negatives; information which you may have previously accessed via the planner. This electronic system will mean that you are able to track achievements and behaviour concerns more easily, alongside the ability to monitor attendance, rewards and scheduled detentions. Students also have access to this system and their own information, in the same way that parents are able to access this information via smartphone, tablet or computer. A weekly will be completed with their form tutor, however now students and parents can view this information outside of that slot.

Students will still have a student planner, this will be used in the same ways in which it was previously. The only difference will be that staff will no longer record positives or negative behaviour incidents in the planner, these will be recorded on Class Charts.

You will be sent full details of how to log into Class Charts in September. This information will include your own unique username and will provide details of how to set up your password to enable you to access data about your child/ children. Alongside this information we are compiling a 'parent guide' which will ensure that you are able to access the system and make best use of all of the available functions. This guide will be shared in September alongside your log on details. In addition to this, we will be offering parental training in school as necessary.

As part of our preparation for September we are using this system in school for the final three weeks of term. This means that you will notice a significant reduction in the number of staff entries into the planner. This information will be being stored via Class Charts but will not be available to parents until September.

Please be assured that your son/daughter's Head of House will be in contact with you to discuss any issues which may arise over the final three weeks of term. We will be monitoring the information which is available via Class Charts closely, if a concern does arise or similarly a cause for celebration becomes apparent, this will be shared with you.

As with the implementation of any new system, we are aware that there may be some initial refinements we need to make. By utilising the final three weeks of term we will be in a position to fully realise all of the benefits of the system for staff, students and parents when we return in September.

If you have any questions at this stage please do not hesitate to contact me

Yours faithfully

Mr Paul Walker
Assistant Headmaster



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