

26th January 2026

Dear Parents and Carers,

I would like to begin by thanking you for your continued support in upholding the high standards and expectations we have for our school community. These seemingly small routines play a vital role in helping students feel part of the school community, ready to learn and proud of their presentation. We are grateful for the consistency and support shown by so many families. I would like to take this opportunity to reiterate and share some key reminders with you as follows:

UNIFORM

At Smith's Wood we want to be proud of ourselves for being prepared for school and looking extremely smart and ready to learn. It is paramount that your child comes to school in the correct uniform. The uniform policy states that the following uniform must be worn. Failure to wear the correct uniform will result in students being in isolation away from the classroom. Our uniform is:

Black school blazer with school badge.
Plain black V neck, long sleeved jumper. NO LOGOS.
Plain white shirt with buttoned collar.
Plain black tailored trousers or skirt.
Clip-on school tie - all students.
Tights or socks - plain colour only.
Sensible Shoes - black only. NO LOGOS.
No Boots or trainers of any description.
1 pair of stud earrings. No facial piercings are allowed.

Further information around our uniform can be found on our website or by clicking the link below:

[Behaviour-Policy-2025-2028new.pdf](#)

PUNCTUALITY

Arriving on time every day ensures that students begin the day calmly, access vital learning, and establish positive habits that will serve them well both academically and personally. We ask for your continued support in helping students develop strong morning routines, including setting alarms in good time and planning journeys carefully, so that they arrive at school punctually and are ready to learn. Regular lateness has a cumulative impact on learning and wellbeing, and working together is key to addressing this positively and effectively.

DETENTIONS

I would like to remind parents and carers of the importance of students attending any detentions that are issued. Detentions are put in place to support positive behaviour choices, during which students complete reflective tasks and engage in

restorative conversations with staff so that any issues are addressed, learning is reinforced and students are able to start the following day with a renewed focus. When detentions are missed, sanctions do not disappear, instead, they escalate. Our shared aim is for students to make the right choices in the first place, avoiding the accumulation of sanctions altogether and your support in ensuring attendance at detentions is essential in reinforcing this message.

Finally, I would like to remind you that energy drinks are not allowed within school. These drinks can pose health concerns for young people and are not recommended for children under the age of 16. Any energy drinks found within school will be confiscated.

Thank you for your ongoing partnership and support.

A handwritten signature in black ink, appearing to read 'N. Munawar', with a stylized flourish at the end.

Miss N Munawar
Vice Principal