



**Pensby High School**  
Irby Road, Heswall, Wirral.  
CH61 6XN

T 0151 342 0570  
F 0151 342 0571  
E [schooloffice@psf.wirral.sch.uk](mailto:schooloffice@psf.wirral.sch.uk)  
[www.pensbyhighschool.com](http://www.pensbyhighschool.com)

Headteacher: Mr K Flanagan

8 September 2023

Dear Parents/Carers,

As a school we currently use Class Charts, a web-based system which allows school and home to see both positive and negative events in school. We are hoping you see far more positive green and home, and school can both focus on the positive actions of your children throughout their day to day life in school. We would greatly value your engagement with this and the promotion of these positives at home.

Parents can access the system as follows:

You will need to go to: <https://www.classcharts.com/parent/login> and choose to log in as a Parent. Enter your email address and choose 'I don't have an account yet' you will be asked for your unique access code. If you require this please contact- [schooloffice@psf.wirral.sch.uk](mailto:schooloffice@psf.wirral.sch.uk)

You will then be asked to set a password and for future signing in you will be able to login with just your email and password. You may find it easier to download the free app onto a device (iPhone or Android). Please also note that more than one parent/carer can register for the student using the same access code. The steps above just need to be followed in the same way with another email address.

### **The school detention system**

We would like the use of Class Charts to be a positive experience where you can encourage your child and celebrate the rewards they have received.

The overwhelming majority of students at Pensby High School behave really well and never receive any detentions. We want to make sure that the few that do receive detentions do not take up a disproportionate amount of time and resources from those who don't; this is reflected in how our detention system works.

How the detention system now works at Pensby High School is described below:

1. All pupils at Pensby High School operate to the same rewards and sanctions policy which includes detention after school with 24 hours' notice. There are no exceptions to this core policy of the school, a copy of which is available on the school website (<http://pensbyhighschool.org> → About → Policies and Procedures).
2. In the first instance the teacher placing the child on detention tells the child they are on a detention, when this is and the reason for it. It is the responsibility of the child to write this in their student planner and tell their parents when the detention is after school.
3. The Class Charts System will automatically send home an email informing parents of the detention, provided you have registered in the above way with Class Charts. The school will not enter into any other arrangements for communicating detentions to parents.
4. Class Charts will outline the date of the detention, the location of the detention, the teacher and when the detention was given. A reason for the detention may also be given.

5. In addition all the detentions given to students will be recorded on Class Charts and then published on the detention noticeboard in the pupil entrance by a member of the pastoral team. Detentions for the following school day will be on the noticeboard before 9am.
6. If a pupil has missed a detention of any type (for example because they have forgotten) it is their responsibility to find out from the detention noticeboard when their escalated detention is taking place. Again, if you have registered with Class Charts you will be notified via email of an escalation, and Class Charts will give the details of the re-arranged detention. If the pupil misses the detention because they are absent from school through illness it is their responsibility to see the member of staff who issued the detention to re-arrange the detention.

I know that many students and parents worry about the 'detention system' but I will say again, the vast majority of our students don't get detentions. We are very lucky to have students who want to learn, have positive relationships with staff and their peers and get the best they can from education.

The school's simple detention system ensures that staff time is not wasted chasing up a few students and their time is spent on the majority who do not receive detentions. The support of home regarding detention is a vital part of every child learning to take responsibility for their own actions.

As ever your support is the key to building a school that works to support those who want to learn and we are very grateful for this.

Yours sincerely



Mrs H Davies  
Deputy Headteacher