



PARENT GUIDE

Clacton County High School

An Essential Guide for Parents

2025-26



Welcome to Clacton County High School

Dear Parents and Carers,

A very warm welcome to Clacton County High School!

We are delighted that you and your child will be joining our school community, and we look forward to working in partnership with you during these important and exciting years of your child's education. This is a significant and exciting time, and we are committed to making the transition as smooth and positive as possible.

At CCHS, our aim is to provide a happy, safe, and nurturing environment where all children can thrive academically, socially, and emotionally. We are proud of our inclusive ethos and high standards, and we work hard to ensure that every child is supported and challenged to be the best they can be.

Our dedicated team of staff are committed to delivering a broad, balanced, and engaging curriculum that inspires a love of learning and prepares children for the future. We also place great value on the development of character, kindness, and respect.

We believe that strong communication and collaboration between school and home is essential. We know that education works best when schools and families work closely together. Your support plays a vital role in your child's success, and we value the partnership between home and school. We ask that you support the school's policies and expectations throughout their time with us, particularly around attendance, uniform, behaviour, and learning. Together, we can create the best conditions for your child to thrive.

This induction pack contains key information to help you and your child prepare for the start of term. You will also find up-to-date guidance, term dates, policies, and news on our website: <https://countyhigh.org.uk> We encourage you to check it regularly and stay connected through our communication channels.

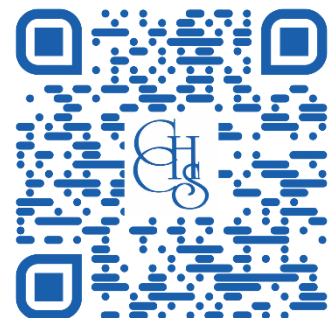
If you have any questions or concerns, please do not hesitate to get in touch. We look forward to working with you and welcoming your child to CCHS.

Warm regards,

C. Taylor

Head of School

Follow the QR Link to our website



First Day at CCHS

Tuesday 2nd September 2025 - Year 7 only

- Arrive at school by 8.40am – Students meet at the CCHS basketball courts, ready for a 8.45am start.
- The school gates are open from 8.15am.
- Students can arrive or leave by either the front or the back-school entrance.
- Students need to bring a school bag containing: a reading book, a pencil case with a selection of pens and pencils, a drinking bottle, a snack for breaktime, and a packed lunch.
- If students are in receipt of Free School Meals (FSM), their cashless cards will have been preloaded for them and so they will also be able to purchase food from Clouds Restaurant from the first day.
- The school will be taking formal photographs on the first day.
- Year 7 will be the only year group present in school on this day.
- School finishes at 3:10pm.

Communication

Address:

Clacton County High School
Walton Road
Essex C015 6DZ

Reception: 01255 424266 (Option 0)

Student Sick-line: 01255 424266 (Option 1)

Absence Reporting Email: absence@cchs.school

Email: admin@cchs.school

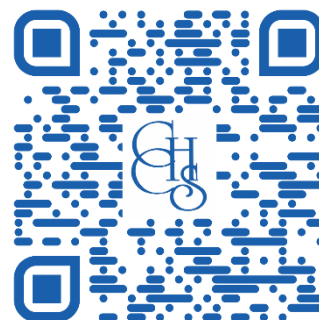
Website: www.countyhigh.org.uk

Should you need to speak to a member of staff, please email admin@cchs.school or complete the **contact form** on our website, and a member of staff will get back to you as soon as possible. If you are unable to email, please call the main school switchboard on 01255 424266.

Due to teaching and other commitments, CCHS staff are not available to come to reception for anything other than pre-arranged meetings. To avoid disappointment, please follow our contact protocol above.

Our school website contains a lot of important and useful information, including details on: uniform, attendance, behaviour, clubs and activities, school visits, letters, and the weekly news & notices, plus other relevant information: www.countyhigh.org.uk

Follow the QR Link to our website



School Uniform

Years 7 – 11

- School tie (The Year 7 cohort of 2025 will need a green striped tie).
- Blazer with school badge.
- Shirt - plain white with top button, short or long sleeved, **suitable for wearing with a tie.**
- Black full-length school trousers.

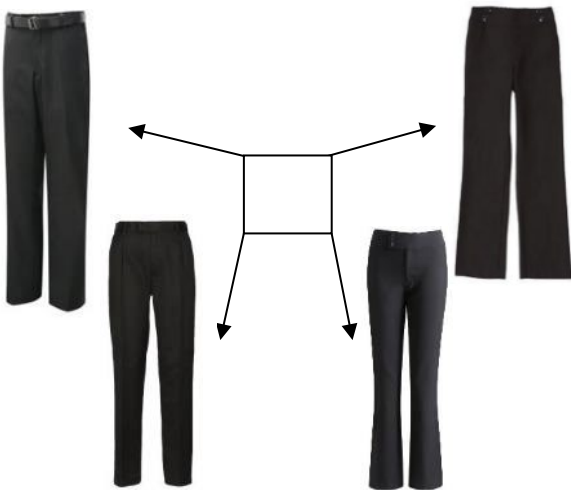
NB. No skinny trousers, leggings, jeans, or trousers with patch pockets (see below).

- OPTIONAL - royal blue **pleated** skirt, not rolled at the waist.
- OPTIONAL - Navy blue school jumper or cardigan, or plain navyblue V-necked jumper.
- Only plain black tights, plain black socks or white ankle socks.
- Shoes - these should be **low-heeled plain black FULL office style shoes that can be polished.**

NB. No boots, trainers, or canvas style shoes (see below).



Some examples of suitable trousers



Some examples of trousers that are **NOT** suitable for CCHS



Some examples of suitable school shoes that are plain black, low-heeled (flat), office style



Some examples of footwear that are **NOT** suitable for CCHS - NO boots, trainers, suede, canvas or casual styles (e.g. Converse or Vans)



School Uniform - continued

Years 7 – 11

- **Jewellery can only be worn if it is discreet and appropriate for school; there may be some jewellery that is accepted under religious grounds.**
- **Piercings: one pair of stud earrings are allowed.** Facial piercings, such as nose studs, are **not** acceptable and students are not allowed them in school.
- **Hair** is to be of a natural colour.
- **False eyelashes** are not permitted.
- **Fingernails** must be an acceptable length and a natural colour, and appropriate for practical lessons and PE. **False nails are not permitted.**
- **Students who wear make-up** must ensure that it is discreet and appropriate for the school environment.
- **Outside garments** which are not part of school uniform, should not be worn when inside the school building. On entering the school building following social times, these garments should be removed straight away. **No hoodies are permitted inside or outside school.**

Physical Education

Key Stage 3 (Years 7, 8 and 9)

Compulsory unless stated

- Navy/black shorts.
- Navy skorts (optional).
- Navy Blue polo shirt.
- Royal blue football socks.
- Trainers/football boots.
- CCHS rugby shirt (boys).
- CCHS PE sweatshirt (girls).
- Plain navy or black jogging bottoms (optional).
- Swimming – appropriate swimwear i.e. shorts, trunks, one-piece costume.



Students are required to bring indoor kit when on swimming lessons, in case the pool is out of action and this will allow an alternative activity to be planned.

In the colder weather students are permitted to wear tracksuit bottoms and sports undershirts / base layers.

During the winter months, long-sleeved tops (as detailed above) and football boots are compulsory for activities on the field.

If a student is unable to physically participate in PE or Dance then they should always bring and change into their PE/Dance kit and help officiate or coach.

All uniform and belongings should be clearly marked with the student's name, so that items can easily be returned if lost.

Failure to adhere to the school's uniform requirements will result in a student being withdrawn from lessons, and supervised for independent work, until their uniform is corrected.

Main Uniform Supplier

Anglia Sports and Schoolwear Ltd
Website: www.yourschoolwear.co.uk



There will be an opportunity to size up and/or purchase uniforms from Anglia Sports and Schoolwear Ltd at Clacton County High School on **Monday 28th July, between 11.30am – 2.00pm.**

School Bag and Daily Equipment

Students must have with them for each day at school

- School bag (minimum A4 size but large enough to fit all of their equipment)
- Water bottle – we have water coolers around school where students can fill their bottle during the day
- Pencil case (which must include: black, blue and green pens, pencils, highlighters, rubber, ruler and sharpener, compass and protractor)
- Scientific Calculator
(Casio FX83 GTX or Logik LK83XP for example available to purchase on Arbor)
- Reading Book



Independent Learning (Homework)

Key Stage 3 (Years 7, 8 and 9)

At Clacton County High School, we use one online platform for all independent learning using Sparx. Sparx provides students with weekly 30-minute learning tasks that help build independent learning habits. All homework tasks on the Sparx platform are adaptive and personalised to every child's ability.



Sparx Reader is designed to help every student do meaningful, independent reading every week, which is vital for building reading stamina, improving literacy skills, and promoting perseverance.

Sparx Maths and Sparx Science builds on topics being taught in lessons, as well as also including some questions from previous learning to help reinforce and build retrieval of core knowledge. Students get immediate feedback for each question, and the platform also includes short teaching videos to support students in achieving success.

As a parent, you are able to see how your child is getting on with all of their Sparx Learning using the link to the Parent Portal, available in your weekly Sparx emails, which are delivered direct to your inbox.

When clicking through the link, you will be able to keep track of any Sparx system that your child uses.

PROUD at CCHS

At Clacton County High School, we teach our students to be PROUD of what they do and how to achieve the success that they rightly deserve, both at school and throughout their lives as a whole. Having pride in what they do and how they present themselves will increase their self-esteem; this in turn will help them realise their dreams.

Our PROUD values, **Perseverance, Responsibility, Opportunity, Unity and Diversity**, support our culture of ‘**Higher Expectations, Raising Aspirations, Transforming Lives**’ by promoting a positive attitude to learning and doing well. Being a student at CCHS is more than just about academic results: we want all students at CCHS to be part of the broader community, to have kindness, compassion and empathy for others, and to become good citizens with an understanding of the importance of modern British values - democracy, rule of law, individual liberty and mutual respect, and understanding of those with different faiths or beliefs.

Rewards at CCHS

At Clacton County High School we aim to provide a caring environment where students develop and thrive, and where we celebrate and recognise their achievements. At CCHS we have a number of ways in which we reward students. Students are awarded PROUD points on a daily basis for attending school, arriving to lessons on time, having the right equipment and consistently meeting our school rules. If students have secured enough PROUD points and also have a high attendance they will be eligible at the end of each term for our ‘PROUD Reward’. This is often decided by students through a survey.

Students can also be awarded PROUD points for going ‘above and beyond’ and this could be for an excellent piece of work in lesson, or it could be linked to some extracurricular activity a student has undertaken, or even community-based activities that a student has participated in outside of school. Throughout the term, students can exchange their PROUD points for prizes from our school shop.

School Culture and School Rules

Higher Expectations, Raising Aspirations, Transforming Lives

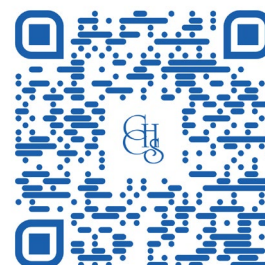
To support our culture, we have three simple school rules:

- **READY**
- **RESPECTFUL**
- **SAFE**

These three rules, along with a positive attitude to learning, form the foundation of our school culture to help everyone stay safe, happy, and successful.

Attendance Matters

It is expected that students attend school every day it is open. Attendance is celebrated and rewarded. Rewards are given across the year for excellent attendance and 100% attendance each week is celebrated through assemblies. Attendance at school is the single biggest factor linked to outcomes and all data shows that better attendance leads to better outcomes and better life chances.



A reminder of the three things that we ask of parents at CCHS:

- Ensure your child is in school every day and on time by 8.45am each day
- Ensure they attend with the correct equipment and are ready to learn
- Ensure you follow the correct procedure for reporting the absence of your child

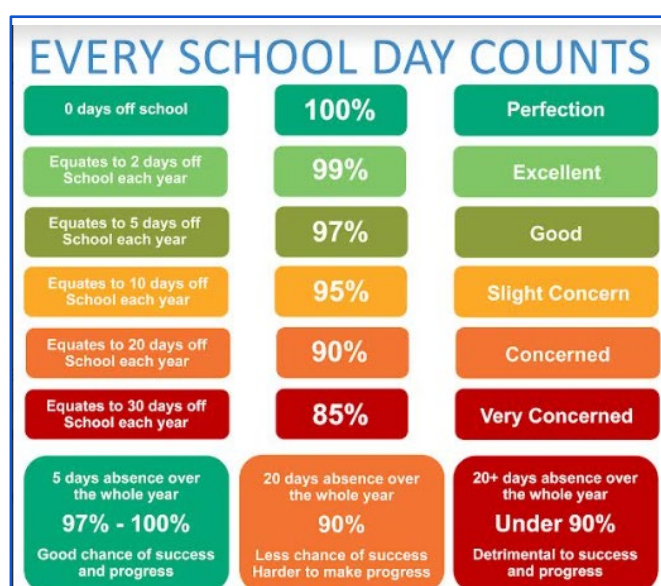
Absence from school should only be when it is absolutely unavoidable. In these circumstances, the parent/carer must contact the School on the first day of the student's illness and each day after, as long as the absence continues. Full reasons for absences must be reported by parents to the school by 9.00am, unless otherwise agreed.

Please ensure you give sufficient detail to avoid unauthorised absences. Reporting absences as "ill", "unwell", "sickness" or "poorly" does not provide the school with sufficient information to enable us to authorise an absence.

The school, and not the parent, decides whether an absence is unavoidable, and therefore if it is authorised.

Student Absence: absence@cchs.school OR 01255 424266 following the relevant option choices.

A copy of the full Attendance policy is available to download from the school's website.



How can you help?

- Research suggests that seventeen missed school days a year = a GCSE grade DROP in achievement.
- If your child's attendance improves by 1% they could see a 5% improvement in attainment.
- The greater the attendance, the greater the achievement.

Please support and work with us to ensure that your child attends school, on time, everyday.

Data Collection and Home/School Communication

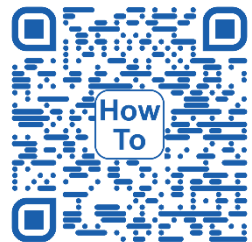
CCHS uses Arbor as our Home/School Communication portal - [Arbor Login](#) is a one-stop platform for parents and carers to access contact details and key information about their child, including timetables, homework, and behaviour. It also allows you to give consents, top up dinner money, and pay for trips and other items (please note that Clacton County High School is a cashless school).



Parents and students can use Arbor via the Web Portal on any browser, or through the Arbor App (Student and Parent versions). Both versions use the same login details as the web portal.

Parents should have received their Arbor login details and information on how to access the portal. Please contact the school via email - admin@cchs.school, if you have not received this information.

Please note: The app displays a condensed version of the portal; some features are web-only. Visit the '[How to...](#)' section on our website for setup guidance.



Contact information

It's essential to keep all contact details current to avoid delays in communication or emergencies. Full contact information is needed for all parents, carers, and emergency contacts—names, phone numbers, and an email address for all primary guardians. This ensures access to school reports, newsletters, and important updates. Contact details can be updated via the Arbor App.

Information on how to access your Arbor account through the Arbor App or browser will be sent to your email address before the start of school in September 2025. Please check and update the contact information as soon as possible.

Any changes made via Arbor, will first be verified by the CCHS data office so changes will not be immediate. Alternatively, please contact the school via admin@cchs.school. Unfortunately, we cannot make changes over the telephone.

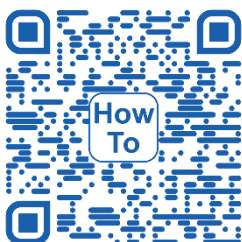
Our GDPR Privacy Notice for students and their families can be found on our website. If you require further information or any assistance please contact the school office.

Arbor & Cashless Catering

Clouds restaurant is cashless - students pay for their food with a special Clouds payment card.

New students will be issued with their unique card which is linked to their Arbor account.

Parents add money to their child's Arbor 'Dinners' Account to enable them to pay for food at break and lunchtimes.



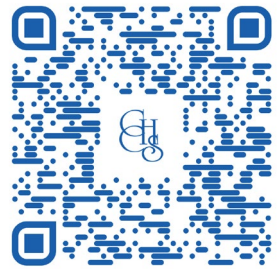
An individual PIN number is available for forgotten cards. Lost cards can be replaced at a cost via Arbor pay.

See our '[How to....](#)' section on the school website for help with Arbor payments within the Arbor Portal.



Parent Information

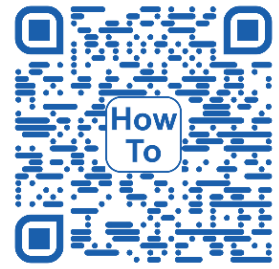
Most of the information that you and your child need to know can be found on our school website, including all of our school policies - www.countyhigh.org.uk. We also have a Parent Information page with a range of direct links to all of our school's policies, as well as links to other useful information, including, but not limited to the following:



Acceptable Internet Use. The computer system is owned by the school and is made available to students to further their education and for staff to enhance their professional activities including teaching, research, administration and management. The school's E-Safety guidance aims to protect all parties. Students found in breach of any of the expectations will be sanctioned in accordance with the school's Behaviour for Learning policy and the use of computers in school may be withdrawn.

Arbor Platform. Further links and 'How to Guides' to help support parents in using our CCHS Arbor Portal and ArborPay system are available.

Cycling to school. The school provides bike sheds for our students to use and we have a Bicycle policy in place that is available to download via the website. Students must ensure they bring their own bike lock and know how to use this. The school does not accept any responsibility for personal items brought into school.



First Aid. Students are not allowed to take themselves to first aid during lesson time. Students can go to the first aid room if necessary at break and lunchtime. If students feel unwell in a lesson they should in the first instance speak to their class teacher who will contact someone from the first aid team if required.

Food Technology. Students at CCHS are not required to purchase and supply ingredients for food practical lessons. Instead, we request a one-off payment of £8 from each student at the start of each academic year.

Free School Meals. From April 2025, Ever6 FSM came to an end. This means that:

- New claimants will only receive FSM while meeting the eligibility criteria
- Pupils in receipt of FSM are also eligible for Pupil Premium Funding (PPG) which is an extra funding received by the school.

We ask that all incoming students joining us in September, that think their child may be eligible for free school meals, to re-apply.

If you believe your child may be eligible and this is something that you have not already applied for, you can make an application via the [QR-Link](#)



Music Lessons. CCHS offers students individual music lessons in partnership with Essex Music Service. Music lessons will take place during the school day by specialist music tutors.

Physical Education. Throughout the year, students in Years 7, 8 and 9 have a timetable of practical lessons, with various sporting activities planned for each of the six half terms. A timetable of these can be located on our Parent Information page.

Safeguarding. Safeguarding is a priority at our school, with a dedicated team in place to support student welfare. If students have any concerns, they should visit their year group Pastoral Office, as all Year Managers are part of the Safeguarding Team. They can also speak to any Safeguarding Team member or use the Tootoot platform to report concerns. Students will receive login details and guidance on using Tootoot when they join in September.

Special Educational Needs and Disabilities (SEND). CCHS liaises with all primary schools as part of the transition from year 6 to year 7. All information passed over will be recorded on a central data collection sheet. This will include SEND, medical, pastoral, and safeguarding information. Any student currently receiving SEND support and on the 'SEND register' will automatically be highlighted to ensure that our Universal, Targeted and Intensive approaches are able to support their learning in a mainstream school environment. This information will be shared with staff before students start at CCHS.

Partnership Agreement between Clacton County High School, Students and Parents/Carers

Our Expectations in Partnership

At CCHS we agree to:	As a CCHS student I agree to:	As a CCHS Parent/Carer I agree to:
Promote an environment that is Safe and where individuals are Kind, Respectful and Ready to learn .	Promote an environment that is Safe and where individuals are Kind, Respectful and Ready to learn .	Work in partnership with staff to create an ethos for all students to be Kind, Safe, Respectful and Ready to Learn .
Kind: Be respectful and kind, responding appropriately to any problem, concern or complaint raised by a parent/carer or student, working in partnership with them and with other agencies should the need arise.	Kind: I will help to promote a caring environment where all students are welcomed, respected and valued, with kindness as the core value.	Kind: Be respectful and kind to all students and staff, within our diverse community. Refrain from using social networking sites to discuss sensitive issues relating to the school.
Safe: Strive to provide a safe and welcoming environment where all individuals are supported, respected and valued. They will report any safeguarding bullying concerns.	Safe: I will be safe in school and on the way to and from school. I will be mindful of my actions outside of school. I will be safe online, by carrying out appropriate searches, never sharing my password or leaving my computer unattended.	Safe: Let the school know of any concerns, problems, or changes of circumstances which may affect my child's work, behaviour or well-being. This includes any changes of my address or telephone number, even if temporary.
Ready to learn: We endeavor to know our students well and create lessons that are inclusive, provide challenge and curiosity. Support with homework tasks to meet the needs of our students. Offer a range of exciting extra-curricular clubs, trips and memorable experiences. We will use the school's behaviour policy to issue rewards for positive choices or consequences for poor behaviour choices.	Ready to learn: In class I will respect the one voice rule, always trying my best in lessons and with homework tasks. I will support the use of the school's behaviour policy to praise me for positive choices or respect the consequences for poor behaviour choices including detentions.	Ready to learn: Encourage my child to always do their best in school and provide the support at home to promote successful completion of homework. I will support the use of the school's behaviour policy to issue rewards for positive choices or consequences for poor behaviour choices including detentions.
Respectful: Establish high expectations of behaviour via school policies. Promoting the need for students to be safe and kind, with appropriate challenges and education for those who are not respectful to others.	Respectful: I will follow the school's ethos, turn off my mobile phone or electronic device and place it in my bag/out of sight during the school day or accept that my phone will be confiscated.	Respectful: Work in partnership with staff to encourage my child to behave positively by supporting the policies and any sanctions given. Only contacting students in an emergency via the school reception and not via their mobile phones, which should be out of sight.
Kind: Keep parents/carers informed about events and achievements through the newsletter and website, plus more personalised forms of celebration.	Safe: I will speak to a member of staff, prefect, tutor, or my parent/carer if I have a problem or concern. I will not use social networking sites to discuss sensitive issues related to the school or treat others unkindly.	Kind: Maintain open communication and engagement with the school at all times and celebrate achievements both inside and outside of school.
Ready to learn: Contact parents/carers if there are concerns about a student's attendance, punctuality, behaviour or progress at the earliest opportunity	Ready to learn: I will be resilient to attend school every day on time , unless I am unwell, ensuring that I am on time for registration and lessons. I take responsibility to know my timetable.	Ready to learn: Ensure my child is punctual and attends school every day, unless unwell. Inform the school on the first day of my child's absence and each subsequent day of illness. Avoid taking my child on holiday during term time.
Respectful: Assess and report regularly on the progress, effort, attainment and behaviour of students and provide opportunities to discuss student progress with parents/carers.	Respectful: I will take personal pride to ensure I do not damage resources, the school environment or others' property. I will report any damage to staff to maintain a positive school environment.	Respectful: Read and respond to the reports on my child's progress and attainment and attend parent/carer consultation evenings and any other meetings set up to discuss my child's progress.
Ready to learn: Promote high standards of uniform and inform parents of the correct equipment needed for lessons to promote the need to be ready to learn.	Ready to learn: I will wear the full school uniform correctly each day and bring in the necessary equipment for every lesson. If I am missing a uniform item, it's my responsibility to go to the uniform hub to borrow the missing item or get a uniform card if the item is not available or there is a medical reason.	Ready to learn: Ensure that my child attends school wearing the full school uniform correctly each day and is fully equipped for every lesson. Ensure that my child adheres to the school's mobile phone policy.

By attending Clacton County High School and being part of our community, we are all committed to meeting the above expectations.



September 2025					
	A	B	A	B	A
M	1	8	15	22	29
T	2	9	16	23	30
W	3	10	17	24	
Th	4	11	18	25	
F	5	12	19	26	
Sa	6	13	20	27	
Su	7	14	21	28	

October 2025				
A	B	A	B	
	6	13	20	27
	7	14	21	28
1	8	15	22	29
2	9	16	23	30
3	10	17	24	31
4	11	18	25	
5	12	19	26	

November 2025				
	A	B	A	B
	3	10	17	24
	4	11	18	25
	5	12	19	26
	6	13	20	27
	7	14	21	28
1	8	15	22	29
2	9	16	23	30

December 2025					
A	B	A			
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3	10	17	24	31	
4	11	18	25		
5	12	19	26		
6	13	20	27		
7	14	21	28		

January 2026				
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M		5	12	19
T		6	13	20
W		7	14	21
Th	1	8	15	22
F	2	9	16	23
Sa	3	10	17	24
Su	4	11	18	25

February 2026				
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	3	10	17	24
	4	11	18	25
	5	12	19	26
	6	13	20	27
	7	14	21	28
1	8	15	22	

March 2026				
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	2	9	16	23
	3	10	17	24
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	5	12	19	26
	6	13	20	27
	7	14	21	28
1	8	15	22	29

April 2026				
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		7	14	21
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3	10	17	24	
4	11	18	25	
5	12	19	26	

May 2026				
	A	B	A	B
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Th		7	14	21
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Su	3	10	17	24

June 2026				
A	B	A	B	A
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7	14	21	28	

July 2026				
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5	12	19	26	

August 2026				
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	7	14	21	28
1	8	15	22	29
2	9	16	23	30

Non Pupil Day

Weekend/Holiday

Bank Holiday

AUTUMN TERM 2025

Term begins:

Monday 1 September (Non-Pupil Day)

Tuesday 2 September (Year 7 & Sixth Form only)

Wednesday 3 September (Whole School in)

Thursday 25 September (School will close at lunch ahead of Open Evening)

HALF TERM

Monday 27 October - Friday 31 October

Friday 28 November & Monday 1 December (Non-Pupil Days)

Term ends:

Friday 19 December

SPRING TERM 2026

Term begins:

Monday 5 January

HALF TERM

Monday 16 February - Friday 20 February

Monday 23 February (Non-Pupil Day)

Term ends:

Friday 27 March

SUMMER TERM 2026

Term begins:

Monday 13 April

Bank Holiday

Monday 4 May

HALF TERM

Monday 25 May - Friday 29 May

Term ends:

Friday 17 July

Non-Pupil Days: 5

Autumn Term:

1 September

28 November

1 December

Spring Term:

23 February

Summer Term:

20 July