



4th September 2026

MCA/cg

Dear Parents and Carers,

I hope you and your families have had a restful and enjoyable summer break. I am delighted to introduce myself as the new Assistant Headteacher with responsibility for Behaviour at Brentford School for Girls.

I am very excited to be joining the school community and look forward to getting to know our students, staff and families over the coming weeks and months. I am passionate about creating a school environment where every student feels seen, safe, and celebrated so they can achieve their very best. I have been working in education in London for over 10 years and I have held a range of pastoral and leadership roles focused on student wellbeing, behaviour and personal development. What I enjoy most about working in schools is building positive relationships with students and their parents and carers, supporting them to thrive academically and personally so that they can be successful both now and in the future.

My beliefs around behaviour in schools is that having high expectations of our students, a consistent approach and positive relationships are central to excellent behaviour. My role will involve working closely with students and staff to ensure that our behaviour expectations are clear, fair and consistently applied. I will also be working closely with parents and carers, as I firmly believe that the strongest outcomes for young people come when there is a strong working relationship between school and home.

As we begin the new academic year, there are two areas that I will be focusing on particularly closely: **uniform and mobile phones.**

Uniform

Towards the end of the last academic year, the extreme heat and heatwaves meant that we made temporary adjustments to our uniform expectations. These adjustments eventually extended to students being permitted to attend school in **PE kits and trainers.**

We recognise that returning to our full uniform expectations may take some adjustment for students. However, it is important that we now return to our normal standards and that these expectations are applied consistently across the school. Please refer to the attached sheet from the student journal regarding uniform expectations.

Students arriving in incorrect uniform will be asked to change into the correct uniform provided by the school. We hope all students will take this opportunity, however, where a student chooses not to comply, they will be placed in isolation until the matter is resolved. We recognise that this may seem harsh, but students are given the opportunity to make the right choice, rectify their uniform and return to lessons.

I appreciate that this represents a significant change from the arrangements at the end of last year, and I would ask for your support in helping students understand that the temporary measures introduced because of the heat are no longer in place.

Please check your child's uniform before they leave for school each morning. Your support in establishing this routine will help us to ensure that students arrive ready to learn.

Mobile phones

Our second priority is our approach to **mobile phones**.

In line with the Department for Education's national approach to mobile phones in schools, our expectation is that mobile phones must not be seen or used on the school site during the school day.

The expectation is:

- Phones should be **switched off at the school gates** when students arrive.
- Phones must remain switched off and out of sight throughout the school day.
- Phones can be switched back on **once students have left the school gates**.

The school's policy gives us the authority to **confiscate any mobile phone that is seen or used during the school day on the school site**.

This is not about preventing students from having access to their phones outside of school. Rather, it is about ensuring that the school day remains focused on learning, positive relationships and face-to-face interaction, without the distraction of mobile phones.

I recognise that this may require some adjustment for students, however, this has been our school policy for the past few years and therefore anticipate these adjustments to be minimal for most, particularly those who have become accustomed to having their phones readily available.

I would be particularly grateful for your support as parents and carers. Please reinforce these expectations at home and encourage your child to switch their phone off before entering the school gates.

Working together

I am very much looking forward to working with you and your children this year. My aim is to establish a positive, consistent and respectful culture where students understand that high standards are there to help them succeed.

There will inevitably be some reminders and challenging conversations as we establish these expectations at the start of term, but consistency between school and home will make this process much easier for everyone.

Thank you in advance for your support. I look forward to meeting many of you over the coming weeks and to working together to make this a successful year for all our students.

Kind regards,

Ms M Cathcart

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