



Friday, 8 November 2024

Dear Parent/Carer,

Re: Enhanced Safeguarding at Brentside High School

I am pleased to inform all students and families that lanyards are being introduced for all students at Brentside High School. The use of lanyards will enhance the safeguarding processes at the school with each student being identifiable through the lanyard style and their photographic identification.

Lanyard colours

Each year group will have an identifying colour associated with it, for example, pink for Year 7, brown for Year 8, purple for Year 9, sky blue for Year 10 and burgundy for Year 11. The lanyard colour will follow each year group as they move through the school, for example, Year 7 will have a pink lanyard in Year 8 through to Year 11. Sixth form students will continue to have a blue lanyard.



Expectations for all

The expectations for all staff (red lanyards), visitors working on site (green/yellow), sixth form (blue), governors (black) and all other students (colours for each year group above) are the same. The lanyard must be always worn on the school site, all day, every day. This applies to every person. No exceptions. No excuses.

Travel to and from the school without wearing a lanyard

The expectation is that students will travel to school without wearing their lanyard and upon entry to the school site will be expected to put the lanyard and photographic identification on. When students finish for the day, they will be expected to take their lanyard off and place it in their bag before they leave the school site.

Forgetting your lanyard

If a student forgets their lanyard, they must see their Year Leader or SAFE Worker to receive a spare lanyard and blank casing as soon as they arrive to school. They will then subsequently have a 30 minute after school detention, the same day. Families are reminded that detentions are an accepted sanction from the Department for Education and there is no requirement to notify families because the detention will be for 30 minutes. Should a student attempt to avoid notifying the school of their missing lanyard (i.e., they are found later in the day without a lanyard) then they will have their lunch under supervision. All students with missing lanyards will be challenged.

Lost lanyard and cost

We understand that a very small number of students may lose their lanyard and photographic identification/casing. Should this be the case, then we would expect families to cover the cost of the replacement. The lanyard and photo identification are now an integral part of the school uniform. The cost of the replacement items will be £3.00 and replacement will take up to 48 hours. Payment plans will be in place to support families with paying for a replacement.

Sensitive information

The card itself will have an image of the student and their name only. No other information that can be associated with the student is displayed on the card. The card has contact details of the school only and any card lost in public would possibly be returned and does not represent any loss of sensitive information.

On the week beginning Monday, 11 November 2024, I will speak to students in assemblies about the theme of the week 'Respect' and it also marks 'Anti-bullying Week'. All aspects of this letter will also be made clear to all students.

The expectations will be that all students in all year groups have their lanyards and photographic identification by the middle of next week. When students have updated year group photographs, every second year, then the photographic identification will be updated accordingly. Similarly, lanyards will also be refreshed where necessary.

It is vital we reach all families in our community. If you would like a translation of this letter, please notify the school by emailing info@brentsidehigh.ealing.sch.uk and we will endeavour to facilitate a translation of the letter.

We look forward to your continued support.

Yours faithfully,



Mr Duffy
Deputy Headteacher