

CHANCE COMMUNITY

Welcome to Chace
2025-2026



Excellence has no limits



Message from the Headteacher



Dear Parents, Carers and Students

I am delighted to welcome you to Chace Community School. My colleagues and I look forward to working together with parents and carers to ensure that our new year 7 settle in quickly, happily and ready to be excellent learners.

My vision for your child is to provide them with an education of excellence that will change their lives and inspire them to be the leaders of tomorrow. Our school motto 'Excellence has no limits' means that at Chace every child can achieve, even beyond what they thought they were capable of. Alongside this, our school values of belonging, responsibility and excellence underpins everything we do here. I hope that these are values that your child will embrace through their transition to our school and throughout their lives.

We are committed to ensuring every aspect of school activity is of the highest quality and have deeply invested in an ambitious curriculum and exceptional teaching. This focus has led to rapid gains in our students' outcomes and in April 2022 our school was judged to be a 'Good' School by Ofsted. I am proud to lead our school, alongside the Senior Leadership Team, Governing body and wider staff in our relentless pursuit for excellence. This commitment is extended to all of you as new students and families.










Yours sincerely

A handwritten signature in black ink, appearing to read 'T. Douglas' with a stylized flourish at the end.

Ms T Douglas

Headteacher

School Leadership Team:

	Ms T Douglas	Headteacher
	Ms K Sosin	Deputy Headteacher - Curriculum and Operations
	Ms N Slade	Deputy Headteacher - Behaviour and Ethos
	Mr A Greig	Assistant Headteacher - Behaviour and Standards
	Ms G Sahin	Assistant Headteacher - Inclusion & SENCO
	Ms B Terziyski	Assistant Headteacher - Teaching and Learning
	Ms C Lynch	Assistant Headteacher - Raising Standards and Achievement
	Ms H Manwaring	School Business Manager
	Ms A Roper	Assistant Headteacher- Sixth Form

AUTUMN TERM 2024

INSET Day	Monday 1st September
INSET Day	Tuesday 2nd September
Induction Day for Year 7	Wednesday 3rd September
Whole school returns	Thursday 4th September
Half Term	Monday 27th October - Friday 31st October
Last Day of term	Friday 19th December

SPRING TERM 2025

First Day of Term	Monday 5th January
Half Term	Monday 16th - Friday 20th February
Last Day of term	Friday 27th March
Easter Break	Monday 30th March - Friday 10th April

SUMMER TERM 2025

First Day of Term	Monday 13th April
May Bank Holiday	Monday 4th May
Half Term	Monday 25th May – Friday 29th May
Summer Break	Tuesday 21st July

Further information about additional inset days, as well as school trips, events and assessment weeks will always be updated on the school website. Some dates may be subject to change.

Assemblies

Our planned assembly programme provides students with an assembly each week, based on a reflection theme which underpins our vision of providing an excellent education where all students belong. Assemblies provide opportunities for the school community to come together to listen, share and reflect. The majority of assemblies have a moral, cultural or spiritual dimension as we interpret worship as 'worthship', the celebration of all that is worthy, so embracing the spirit of collective worship. Staff and students present assemblies which develop spiritual and moral awareness, broaden horizons and raise awareness of local, national and global issues.

Attendance

We expect excellent attendance for excellent learning and outcomes. Should your child be absent please contact **020 8352 8217** or email attendanceteam@chace.enfield.sch.uk, each morning of any absence, to inform our attendance clerk of the details of the absence. Without a valid reason, your child's absence will be recorded as unauthorised. Our automated registration system identifies students who have been away for three days and a letter is sent home regarding this absence.

We ask parents/carers to arrange medical appointments out of school time. However, if your child has to leave school during the day for a medical appointment, please send a letter/appointment card to the attendance officer/receptionist or email attendanceteam@chace.enfield.sch.uk at least one day before the appointment. In all cases, your child must sign out with attendance.

Excellent punctuality is vital. The school student gate opens at 8.00am and school begins at **8.40am** (staff will remain at this gate until 9.00am to register any student that arrives after 8.40). Students who are unavoidably late after 9.00am must register as late by coming into school through reception. If attendance and punctuality concerns persist our Parent Support Advisor and attendance team will become involved and may liaise with the Educational Welfare Officer about attendance concerns.

Please note that term time holidays disrupt learning and we strongly discourage them and cannot authorise them. If you need to seek permission for time off during term time please email or write to the Headteacher. At break and lunchtime students are not allowed to leave the school premises.

Where a child is ill at school, we shall contact the parents/carers and ask for him/her to be taken home if the situation warrants this action. If your child is in school, we would expect full participation in Physical Education as required by the National Curriculum. Exceptions will only be made if your child provides the teacher with a dated medical certificate.

Catering

Our Chace Diner, run by The Pantry, is the hub of our school before school, at break and lunchtime, providing nutritious meals and snacks. Breakfast is made available in the school diner daily from **8.00am to 8.30am**. A free breakfast item is available for any student eligible for free school meals. Warm food, healthy snacks and drinks are available at break from the Chace Diner. At lunchtime students can buy nutritionally compliant meals, salads and snacks or bring their own packed lunch. We use a cashless catering payment system (ParentPay) at Chace and there are a number of benefits for using this system including:

- the money you allow your child to have can only be used for meals in school.
- a daily spend limit can be put on your child's account to ensure he/she only spends an appropriate amount each day.
- for those entitled to free school meals, no one is made aware of this.

We also have a biometric till system which speeds up the queues and allows students to make the most of their break and lunchtimes. We need your consent so that your son/daughter can be set up on the system. Students, parents/carers can rest assured that the fingerprint images cannot be used by any other source for identification purposes. The system uses an image of the finger to create a mathematical algorithm which then becomes a digital signature, it then discards the finger image, leaving only the numbers and these cannot be reinterpreted back into a finger image. When your son/daughter places their finger on the scanner by the till, the software matches their finger image with the unique digital signature held in the database and they will be able to purchase items from the balance you have topped up their account with via ParentPay.

To support us with a smooth transition for September, you will be asked to complete a consent form by Friday 27th June 2025. In September, students whose parents do not give consent will be issued with a PIN number that they must use. This PIN cannot be changed.

Curriculum

All students meet with their Form Tutors twice a day at registration time and in their weekly Lifeskills lesson. The Chace timetable is made up of sixty 50-minute lessons over two weeks. More information about the Year 7 curriculum can be found on the school website under teaching and learning. In KS3 all students study the following subjects:

ENGLISH	TECHNOLOGY
MATHEMATICS	PHYSICAL EDUCATION
SCIENCE	MUSIC
ART	DRAMA
GEOGRAPHY	RELIGIOUS EDUCATION
HISTORY	LIFESKILLS
COMPUTER SCIENCE	MODERN FOREIGN LANGUAGE (FRENCH OR SPANISH)

The Lifeskills curriculum is a planned programme of personal, social, health and citizenship education with study and revision skills and careers education.

On the days that students have PE, they should come to school dressed in their PE kit. This approach has proven to be an effective way of maximising learning time, allowing students to fully engage in their PE lessons and participate in a well-rounded, healthy curriculum.

At the end of Key Stage 3, Year 9 students are guided to make informed option choices of subjects to study at Key Stage 4 (Year 10 and 11).

Data

At Chace we comply with the General Data Protection Regulation and store essential educational information about students on a central computer. We need to enter data for new students and ask all entrants to complete the Admissions Form so that we can update our records. Colleagues in Student Services will be pleased to help with completion of the Admissions Form. (Please see ICT and Data Protection policy on the Chace website).

Please keep us informed of any up-to-date home and emergency contact numbers and emails for our communication with you and let us know if your circumstances are changing so that we can update our records.

Equality policy and objectives

Our Equality Policy and Objectives reflect our commitment to belonging at Chace. Our Equality policy underpins our work to ensure that all members of the school community can achieve in a purposeful, well-ordered learning environment, with discipline based on mutual respect, tolerance and consideration for others.

Within our community as an inclusive multicultural school we are committed to creating a learning environment in which all staff and students have equal opportunities to work and succeed together regardless of ability, disability, class, age, race, religion, gender or sexual orientation. To this effect our Equalities Working Group ensures we are a school that promotes equality, for example our commitment to being an Anti-Racist school and one that celebrates our LGBTQIA community.

Any unacceptable behaviour in breach of this policy is dealt with promptly and recorded. Parents are informed, involved and sanctions are given as appropriate. The policy is monitored and reviewed by the School Leadership Team and Governors to ensure we put our value of belonging into practice.

Equipment and Home Learning

We recommend that all students have the following equipment for excellent learning:

- Sturdy school bag (a back-pack type is recommended for a healthy posture, big enough to carry A4 exercise books)
- Scientific calculator
- Pencil case containing blue or black and green pens, protractor, compass, pencils (lead and coloured), eraser, pencil sharpener, 30 cm ruler, water based felt tip pens, glue stick
- A reading book and an English dictionary.
- For Art: A4 size sketch book, 2B and 4B pencils, size 6 paintbrush, small scissors (blunt edged).

Home and extended learning tasks complement learning in school. One hour of homework every night for five years equals an extra year of schooling. Home learning provides additional meaningful learning opportunities to reinforce, extend and enhance class work. We want our students to take responsibility for their learning, increasing their knowledge, developing and extending their learning outside school.

At Chace we use Google Classroom to set home learning tasks. This online tool can be accessed 24 hours a day, 365 days per year, in school and at home, through a lap-top, tablet, PC or

smartphone. This also enables parents/carers access and monitoring of all the tasks and home learning that has been set and allows for support to be offered more easily.

We ask parents/carers to ensure that home learning is completed to the best of the student's ability or inform the school if there is a good reason for it not being done. Teachers will inform parents/carers if a student fails to complete homework. In order to catch-up, on return from an absence your child should note and complete the class and home learning that they missed.

After school clubs and the Library can be used by students to support them in completing their home learning. The Chace website has a list of all extended learning clubs available in the 'Parents/Carers' section under 'Enrichment and clubs'.

All students are given access to the internet in school to support and extend their learning and research. Both parents/carers and students must sign the ACCEPTABLE NETWORK USE agreement. In the case of misuse, the school reserves the right to ban a student from accessing the internet whilst educating them on internet safety and appropriate use.

We urge all parents to ensure that their son/daughter is e-safe by checking regularly that they are using their access to the internet and social networking sites responsibly and safely.

Free School Meals

Some students will be entitled to Free School Meals. The Free School Meals process is managed through the Local Authority and not directly at Chace. If you think you may be entitled, you can apply by completing an application form from enfield.gov.uk and email freeschoolmeals@enfield.gov.uk. You can also post the completed form to : ESAS & Free School Meals D Block - Civic Centre - Silver Street , Enfield EN1 3XQ You do not need to provide evidence of your benefits when you submit your form, however they may write to you for further information or to request certain evidence. For information and to obtain an application form please contact the Civic Centre on **020 8379 3744**.

Governing Body

Our Governing Body keeps the work of the school under review and supports and challenges the Headteacher and staff as they strive to achieve our school vision and values. There are a number of elected parent governors whose term of office is four years. When a vacancy arises it is advertised in the Chace Bulletin. Should a vacancy arise, we strongly encourage you to apply to be involved in the life of the school.. The Chair of Governors is Mrs Tracey Jenkins. A full list of Governors can be found on the Chace website.

Instrumental sessions

The work of the Music Department at Chace is supported by peripatetic instrumental tutors. We currently offer tuition in the following areas: electric guitar/bass, strings, flute, drum, voice, keyboard, acoustic guitar, brass, piano, saxophone and clarinet. Students wishing to receive tuition in September should apply to **Enfield Music Service** (EMS) through the Music Co-ordinator at their current primary school. There is a chance to apply for lessons throughout the year once you are at Chace and details can be obtained from our Head of Music, Mr Carmichael. Students who wish to play sitar, tabla or bouzouki can learn at the Enfield Music Service centre.

Library

Our Library is at the heart of the school supporting reading, independent learning and gives students access to a wealth of information. Students are able to access the internet for research, borrow books to read for pleasure and read newspapers and magazines linked to the curriculum. In addition, Library staff support and guide students in their use of the library/resources. The Library is open daily from **8.00am until 4.00pm** during term time and runs a stationery shop where students are able to buy equipment for their lessons.



Lockers

We have lockers throughout the school provided by the Prefect Lockers company. Students will be able to rent a locker for the school year by visiting www.locker.rentals from any device connected to the internet. The cost per school year is £21.00. Payment is made direct to Prefect Lockers by Paypal, Debit / Credit Card. On receipt of payment the code for the combination lock will be sent to you via text or email directly from Prefect Lockers. Lockers are placed in corridors at various points around the school on A and B floors.

Mobile Phone Policy

Please note our mobile phone and electronic device policy is being updated for September 2025. We will share the final policy in the summer term at the first parent induction meeting.

ParentPay

ParentPay is the online platform we use for parents to make payments for your child's school meals and trips as we are a cashless school. We are committed to offering students a wide range of extended learning opportunities. Where this involves costs to parents we will endeavour to keep these to a minimum. Where a student would be excluded from an activity because of financial hardship at home or is entitled to free school meals, we will do our utmost to help with some or all of the costs involved. Please contact the school in confidence if this applies to you.

Parent Teacher Association (PTA)

All Chace parents/carers are automatically members of our PTA, which aims to:

- support the work of the school and forge good links between staff, parents, students and the local community.
- raise funds for the school through a range of social fund raising activities including Quiz Nights.
- work in partnership to increase links with parents/carers to promote successful learning.

PTA meetings are friendly and informal and the team provides refreshments at parent meetings and school events. The PTA are keen to welcome Year 7 parents/carers to join the committee or to support our social events.

If you are interested in this, please email chace@chace.enfield.sch.uk

Read to succeed

A book in every bag! We expect all students to have a reading book with them daily. Research in the UK has shown that students need a reading age 15+ to be able to fully access GCSE papers. However because many students do not read sufficiently during their secondary school years the average reading age is around 13 or below. Therefore we carry out benchmark assessment for all students using the Accelerated Reader system. Results are shared with parents via student reports. In year 7, students have a dedicated weekly library lesson as part of their English curriculum. We encourage you to monitor your child's reading, including at home.

Religious Education

Students follow the agreed syllabus as advised by Enfield Standing Advisory Council for Religious Education (SACRE). We value the cultural and religious diversity of our school community and through RE we aim to give students a broad understanding of the six major world religions and their influences in the world. RE also aims to encourage students to explore issues of ultimate concern and develop empathy and ability to reflect on their own beliefs about truth, right and wrong.

Our sex education programme is taught sensitively and with due regard to the age and stage of development of the students. The programme is planned and taught to all students and provides opportunities to learn basic facts and discuss social, emotional, moral and legal aspects of the issue, helping students to make informed decisions about lifestyles which will enable them to prioritise their own health and self-esteem.

Reports

During each school year parents receive two or three reports (depending on the Year group) which outline student academic progress, rewards they have received, their attendance and any behaviour concerns. We ask parents to help us monitor progress throughout the year. We invite parents to an annual consultation evening to discuss progress with subject teachers.

Rewards

We celebrate our school values, success and achievement by awarding reward points daily which contribute to the allocation of bronze, silver, gold and platinum certificates and awards. Certificates are presented to students for their achievement in lessons. Other certificates and prizes are awarded in end of term assemblies. Positive praise letters and postcards are also regularly emailed home, alongside text messages when your child gets a positive point.

Safeguarding

Our first priority at Chace is to ensure children are happy and safe. The Local Safeguarding Children's Board has published procedures for Child Protection which give clear instructions to staff on the safeguarding of students in their care. A referral to the Education Welfare Service and/or Social Services will be made when there is an allegation or suspicion of abuse. It is the staff's duty to follow these instructions. A copy of the Safeguarding and Child Protection Policy is available on the school website under 'Key Information' and 'Policies'. Our designated safeguarding lead is Ms Slade.

Sanctions

Excellent conduct and following our Chace expectations help us to achieve our school values and motto. When students do not follow these expectations a range of sanctions are used to help students correct their behaviour.

Your child may be kept in detention after school for up to 120 minutes. Should your child be given a detention lasting more than 30 minutes, you will be informed via a text message. Detentions may also be given at lunchtime and break without prior notice. If a student is late for school, or is in incorrect uniform, they will automatically be kept at break time. Failure to attend the break time detention will result in a 30 minute detention after school on the same day.

Students should not wear make-up, nail varnish, acrylic or gel nails to school. Students will be told to remove obvious make-up and nail varnish if it is worn. Students wearing acrylic or gel nails will be asked to remove them for health & safety reasons. Students will go immediately to relocation for any uniform breaches from the morning registration line-up and be asked to change into black plimsolls if they are wearing trainers.

Students should not go to the toilet during lesson times other than in exceptional circumstances with permission from the teacher. Where there is a medical concern, this can be discussed by writing to our Welfare Officer.



School Day

The school day starts promptly at **8.40 am**. All students in KS3 will line up on the tennis courts in their forms groups in alphabetical order for a standards and uniform check. Students will then go to form rooms to be registered. Any students without correct uniform will immediately go to relocation unless a valid and acceptable reason can be given with a note from home to support

Line up/ registration:	8.40am - 9.00 am
Lesson 1:	9.00 am - 9.50 am
Lesson 2:	9.50 am - 10.40 am
Lesson 3:	11.00 am - 11.50 am
Lesson 4:	11.50 am - 12.40 pm
Registration:	1.20 pm – 1.30pm KS3
Lesson 5:	1.30 pm - 2.20 pm
Lesson 6:	2.10 pm - 3.10 pm

School Information

Access to our school website will allow you to find details of key events, policies, and information about learning and extra-curricular activities. Parents/carers can also keep up with what is going on by following us on X (formerly known as Twitter). Facebook or Instagram.

In the event of a school closure in an emergency we would update the website regarding the closure and then confirm the time of re-opening. Information is also shared with you via text messages, and emails.

We also keep parents informed through the Chace Bulletin shared with all parents fortnightly.

Student Council

The Student Council at Chace enables students to be actively involved in the life of the school. It is made up of student representatives from each tutor group, members of the School Leadership Team and is chaired by the Head Students. Students meet regularly in small groups to discuss and address issues and concerns and work together to improve life and learning at Chace.

Student Support

Many students, at some time in their school life, may require some extra support, in lessons to help them understand new concepts, with their reading and writing, to help with learning routines, to talk through a concern which is worrying them in school or to adjust to secondary school and to settle in at Chace. Your child's form tutor will be the first port of call.

Our colleagues from the Student Progress Faculty support learners by providing specific intervention to identified groups of students for a determined period of time, working alongside subject teachers to offer support in the classroom or support students outside lesson time with extra help with homework, coursework or class work.

Other arrangements will also be made available to support student learning including the additional support offered in our Additional Resource Provision (ARP). As well as a range of lunchtime and after school clubs.

Several colleagues also provide valuable support to ensure that student needs are met:

- The Education Welfare Officer monitors attendance and follows up concerns, making home visits to discuss student absence from school.
- The Educational Psychologist follows a schedule of visits organised by the school via our SENCO and works with targeted students and their parents as appropriate.
- The School Counsellor and a team of student social workers and counsellors provide confidential counselling services for students and advice/support to families.
- The School Nurse visits regularly and works with students on health related issues with our Senior Welfare Assistant.
- Outside agencies (CAMHS/YOS) also operate through referrals made through our inclusive Learning Group weekly meetings.
- Our Parents' Support Advisor and our Safer Schools Police Officer provide support, guidance and advice to students and their families.

Trips & Visits

Students will have the opportunity to go on a number of trips and visits arranged locally and further afield. They provide valuable learning opportunities in many subjects. Parents/carers are advised about visits/trips by letter and are asked to complete an electronic consent form prior to a visit with students expected to follow the Code of Conduct for all visits. Rigorous risk assessments are undertaken prior to all visits. A student's behaviour may prevent him/her attending a trip for which s/he may have enrolled. Parents would be informed should this be the case. All contributions are made via Parents Pay.



Chace Uniform Expectations

Blazer	Optional item - students may wear the blazer or jumper
Jumper	Optional item - students may wear the blazer or jumper
Trousers	Must be the Chace trousers with the blue star
Skirt	Must be the Chace skirt
Shirt	Students may wear one of the following: Buttoned up shirt with tie Revere shirt without tie Shirts may be either long or short sleeved
Tie	The Chace tie is to be worn with the buttoned up shirt
Summer polo	To be worn in the summer term only. This does not need to be tucked into trousers or skirts
Socks/tights	Students may wear one of the following: Navy or black knee high socks Black ankle socks Black tights
Headwear	Head scarfs - in black or navy blue only No durags allowed Hats are to be worn outside in winter No balaclavas are to be worn

PE Kit and accessories

PE T-shirt - compulsory	Unisex Please note - black thermals may be worn underneath
¼ zip midlayer	Optional
Shorts, Joggers and leggings	Must have either shorts, joggers or leggings Please note - black thermals may be worn underneath
Socks	Navy/white stripe football socks
Shinpads	Optional
PE bag	Navy bag optional

Please note the following:

Hair	Hair should be of a natural colour Long hair must be tied up for PE, Science and Technology Chace adheres to the Halo code
Shoes	Black leather/leather look lace-ups or loafers in a traditional style, without decoration. Maximum heel height is 1 inch Boots (over the ankle), trainers, open back shoes and canvas shoes are not to be worn
Jewellery	One small plain stud in each ear A small safe religious symbol/artefact may be worn underneath the school shirt but should not be visible A small nose stud is acceptable but nose rings are not acceptable
Make up/nails	Make-up is not allowed Nails should be plain and natural, no nail varnish, acrylic or gel nails to be worn in school
Hoodies	Are strictly forbidden in school



Our uniform is a smart, comfortable and affordable option for families and has been chosen by Chace staff, students and Governors.



Chace Blazer
40% Recycled Fabric
From £34.95



Chace Jumper
40% Recycled Fabric
From £21.95



Long/Short Sleeve Shirts (Twin Pack)
Wear with Tie
From £13.50



Chace Community Tie
£6.95



Long/Short Revere Shirts (Twin Pack)
From £13.50



Chace Community Skirt
65% polyester/35% viscose
From £22.95



Chace Fitted Trousers
Compulsory with Logo
From £20.95



Chace Trousers
Compulsory with Logo
From £20.95



***Chace Community Polo Shirt**
**Optional* for the summer term only*
From £11.95



Zeco Opaque Tights
70 Denier, 2 Pack
From £7.95



Navy or Black Knee High Socks (3 Pack)
£10.95



Black Ankle Socks (5 Pack)
£7.95



Chace 1/4 Zip Midlayer
Fleece Internal
From £22.95



Chace Unisex PE T-Shirt
ProActive 100% Airmesh
From £13.95



Chace Unisex Joggers
Slim fit style
From £16.95



Chace Unisex Shorts
From £11.95



Navy Premium PE Bag
Drawstring and Zip Design
£6.95



Navy/White Stripe Football Socks
Three Stripe Design
From £5.50



Shinpad Ankle
£11.95

Please note that the school cannot accept liability for lost property so all items of school uniform, including ties, should be labelled clearly with your child's name.

Vision, Values and Motto

Our vision at Chace is 'to provide young people with an education of excellence that will change their lives and inspire them to be the leaders of tomorrow'. Our three values are Belonging, Responsibility and Excellence and our school motto is 'Excellence has no limits'. Our vision, values and motto underpin all that we do at Chace and as we now partner together, we hope that you also embrace them within your family.

Chace Community School

Address:

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Email: chace@chace.enfield.sch.uk

Website : www.chace.enfield.sch.uk

Twitter: @chacecommunity

Instagram: chace_community

Facebook:chace_community