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Headteacher: **Mark Nicholls, BA (Hons)**
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Letter No: 006/2026

2nd September 2026

Dear Families,

Welcome to Sandringham 2026/27

We hope you have all had an enjoyable summer break and are looking forward to the new term. We are very proud of the outgoing Year 11 and 13 students, with both cohorts achieving excellent results.

It is with similar pleasure to welcome all of our new Year 7 and 12 students and families to the school community. Sandringham is fully committed to helping all students to feel happy, safe and successful at school. Working in partnership with families is critical to this and we greatly appreciate your support as we embark on another new school year. As we enter the new year, it seems sensible to remind everyone of the basic principles that underpin our work.

Behaviour Policy: We believe in recognising, celebrating and rewarding achievement of all kinds. Staff will look for every opportunity to reward students for many types of achievements, both in lessons and across many other activities outside of the classroom. Alongside the emphasis we place on rewarding students, we have clear expectations regarding behaviour. Our consequence system is based on both a fair set of rules that will be applied by staff consistently. As we start a new academic year we have revised our Behaviour Management Policy which you will find attached, and with which we would ask you to familiarise yourself.

In order to make an excellent start, we would like to emphasise the importance of the following expectations:

Punctuality: Students need to arrive on time every day, ready to learn. They are expected to be on campus by 8:20am, ready for registration or assemblies which start promptly at 8:30am. Students who are late twice in a week are issued with a C3 detention. If you know your child is going to be late for school, we ask that you inform us by phoning Student Services.

Uniform: It is important that students in all year groups wear the appropriate attire to school each day. The uniform details for Years 7-11 can be found here: <https://sandringham.herts.sch.uk/General-Information/Uniform/>

For Years 12 and 13, dress code is here: https://sandringham.herts.sch.uk/Sixth_Form/Life-in-the-Sixth-Form/

We would also like to take this opportunity to remind you that jewellery is restricted to one small gold/silver stud in each earlobe and that painted nails, false nails and false eyelashes are not permitted.

We really appreciate parental support with this as it allows us to spend our time engaged in positive conversations and focussed on high quality teaching and learning with all students.

Meetings: Throughout the year there will be opportunities to engage with the school through teacher consultations, information evenings and other events. In particular, please look out for further communications about an **Information Evening for each year group this term.**

Contacting the school: Should you have any concerns that you wish to make us aware of, the form tutor is the person to contact. Any such correspondence should be sent to admin@sandringham.aetrust.uk, marked for the attention of the form tutor's name. Please do not send emails directly to staff email addresses.

Alongside this letter, we are also sending out our updated information about allergy management following new guidance from the DfE for September 2026. Please do take time to read through this information.

Finally, we are also enclosing a note from Mr Gray who, although no longer Headteacher of Sandringham, continues to be very much part of our community as CEO of the Ambition Education Trust (AET) of which the school is a proud member.

We look forward to welcoming all of our students back as we embark on another great year ahead!

Yours sincerely,



Mark Nicholls
Headteacher

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[Behaviour Policy](#)

