



# THE BURGESS HILL ACADEMY

Station Road, Burgess Hill,  
West Sussex, RH15 9EA

[www.theburgesshillacademy.org.uk](http://www.theburgesshillacademy.org.uk)  
[office@theburgesshillacademy.org.uk](mailto:office@theburgesshillacademy.org.uk)  
01444 241691

Principal: Jon Francies

Our Ref: AMH/MKR/Classcharts

17 January 2018

Dear Parent/Carer,

We have some exciting new changes with regards Class Charts. As you are aware we have been developing the use of Class Charts within the Academy. I am pleased to inform you that we have developed our behaviour, rewards and detention systems within this application. You will be able to use Class Charts to keep track of your child's achievements, access behaviour reports, view assigned homework tasks and track scheduled detentions.

You can access the parent website and links to the parent apps at: <https://www.classcharts.com/parent/login>

On the behaviour screen, you will be presented with graphs which represent an overview of your child's achievement and behaviour data within a customisable timeframe. To change the date range of displayed behaviour data, simply click on the calendar icon to select from the available pre-sets or create your own custom date range. Below the graphs you will find a list of behaviour activity relating to your child. These display the behaviour that was awarded, when it was awarded, who awarded the behaviour, the lesson the behaviour was awarded in, and how many points the award is worth.

We have also introduced students to our Rewards Store. This is where students can use their overall conduct points to buy rewards from our rewards store. Conduct points (spendable points) are the achievement points minus the behaviour points. Students can buy a range of items from stationary to a gaming afternoon or queue jump pass. These items were recommended by students and we will also update our store with seasonal rewards too.

You will be able to view your child's attendance information and homework information. Clicking on this option will display a list of the homework tasks which your child has been assigned to. Homework tasks are displayed within 3 different categories: to do, pending, and submitted.

We have also developed the detention module so you will see a Detentions option in the top menu. Clicking on this option will display a list of detentions which have been set for your child. Detentions fall under 4 categories: Attended, Not attended, Pending and Upscaled.

- Attended: Your child has sat this detention.
- Not attended: Your child did not sit this detention.
- Pending: This detention has not been sat yet.
- Upscaled: Your child's detention has been escalated into another type of detention.

To view more information about a specific detention, click on the Details button. This will bring up a popup that describes the detention, including the reason for the detention, the awarding teacher and scheduling information.

All our rewards and sanctions are based around the values that students wanted to see from Great Learners at the Academy. These values are displayed on a poster in each classroom around the school and I have attached this to the email/letter.

Yours sincerely

Ms A McGeough  
Assistant Principal

