



10th September 2024

RE: Student Lanyards and ID Cards

Dear Parents/Carers,

I hope this letter finds you well. I am writing to inform you about an important update that we are implementing at our school. Currently, all staff, visitors, and sixth-form students are required to wear school lanyards and ID cards while on the school site. This practice has contributed positively to the overall safety and efficiency of our school environment.

Starting this year, we have extended this requirement to all students across all year groups. Therefore, students in Years 7, 8, 9, 10, and 11 have all been issued with new lanyards and ID cards. Whilst students will be required to wear school lanyards and ID cards while on the school site, they will **not need to be worn on the way to or from school.**

Purpose of the New Lanyards and ID Cards

The introduction of these lanyards and ID cards is part of our ongoing commitment to ensuring the safety and security of all students and staff. Below are some key reasons for this change:

- **Enhanced Security:** The ID cards will help us easily identify students, staff, and visitors, ensuring that only authorised individuals are on school premises.
- **Streamlined Access to Services:** The ID cards will serve as a convenient way for students to access various services within the school, such as the library, cafeteria, printing, and more.
- **Promoting Responsibility and Readiness for the world of work:** Wearing a lanyard and ID card is a standard requirement in all colleges, sixth forms, universities, and most workplaces. Many schools in Westminster and the surrounding boroughs already require their students to do the same.

Implementation Process

Each student has been issued a lanyard and ID card free of charge. If a student forgets their card, the school will make a reasonable request for a parent/carer to bring the lanyard and ID card to the school. We therefore ask that you support your child in remembering to wear their lanyard and ID card every day to avoid any inconvenience or disruption to their day.

In the event that a lanyard or ID card is lost/damaged, a replacement will need to be issued on the same day, which will incur a reasonable cost, these can be purchased through ParentPay. Please therefore encourage your child to keep their lanyard and ID card safe.

Your support in ensuring your child's compliance with this new policy is greatly appreciated. Should you have any questions or concerns about the new lanyards and ID cards, please do not hesitate to contact the school office.

Best regards,

Nick Metcalfe
Deputy Headteacher

