

3 September 2026

Dear Parents and Carers,

School Passes

At Stocksbridge High School, we are committed to providing an inclusive learning environment where all students can thrive. For some students, reasonable adjustments may be needed to support their individual needs and enable them to access learning successfully.

To ensure that support is provided consistently, fairly, and to those students for whom it is most appropriate, we have reviewed our process for issuing student passes. The information below explains the different types of passes available and how they may be requested.

Late Leave Pass (replacing early leave pass)

Some students may find busy corridors challenging due to sensory or anxiety-related needs. In these circumstances, a Late Leave Pass may be considered.

Students with this pass will:

- Remain briefly in the classroom with their teacher until the majority of students have moved to their next lesson.
- Travel to their next lesson during a quieter period while still arriving within the allocated movement time.
- Have the flexibility to access the dining facilities at any point during break or lunchtime, allowing them to choose a quieter time to purchase food.

At the end of the school day, students may either:

- Leave once the main flow of students has exited the building, or
- Walk with their teacher to the front entrance if appropriate.

This adjustment is intended to support students who experience difficulty navigating crowded environments whilst ensuring they can access their full entitlement to learning.

Toilet Pass

Our school policy allows students to use toilet facilities during lesson time when necessary. In most cases, students may be asked to wait briefly until an appropriate point in the lesson or until a natural transition time, such as lesson changeover or break.

However, we recognise that some students have medical conditions that require immediate access to toilet facilities. In these circumstances, a Toilet Pass may be issued.

To help us assess applications fairly and appropriately, we ask that medical evidence is provided when submitting a request.

Uniform Adjustments

School uniform plays an important role in fostering a sense of belonging, promoting equality, and creating a positive learning environment.

We recognise that a small number of students may experience significant sensory difficulties that make aspects of the standard uniform difficult to wear. Where appropriate, reasonable adjustments may be considered.

Before requesting a uniform adjustment, families are encouraged to explore available alternatives within the school uniform requirements, such as different styles or fabrics of approved uniform items.

Any agreed adjustments should remain as close as possible to the standard school uniform and should continue to support a professional school environment. Please note that coats and non-school hoodies are not permitted to be worn in place of uniform during the school day.

Fidget and Sensory Aids

Research suggests that sensory and fidget aids can be beneficial for some students in certain situations, although their effectiveness varies between individuals. To encourage independence and self-management, we will no longer require students to have a pass in order to use an approved sensory aid in lessons.

Students may use an approved fidget or sensory aid if they feel it supports their concentration and learning. However:

- Only approved items may be used.
- The aid must be used appropriately and must not interrupt learning.
- If it becomes a distraction, staff may ask the student to put it away.
- If a student is unable to use the item appropriately after a reminder, it may be removed for the remainder of the lesson.

Approved sensory aids include:

- Rubber Sensory stones
- Silent rubber sensory rings
- A single tangle toy
- A small stress ball that fits in the palm of the hand
- A small piece of therapy putty or Blu Tack (no larger than a ping pong ball)

All sensory aids must be provided by families, and students are expected to take responsibility for their safe and appropriate use.

Applying for a Pass

If you believe your child would benefit from any of the adjustments outlined above, please complete the application form available on the school website [here](#) and return it to the school office. All passes from previous years have now expired and new application will need to be made if a pass is required.

Applications will be reviewed by the Inclusion Team during their fortnightly meetings. Following consideration of the information provided, a member of staff will contact you to confirm the outcome and any support arrangements that have been agreed.

We hope that these arrangements will help students develop independence and effective self-management strategies while ensuring that appropriate support is available when needed.

Thank you, as always, for your continued support and cooperation.

Yours faithfully

Mrs S Burns
SENDCO
Stocksbridge High School