

Dear Parents/Carers,

It has been wonderful to welcome so many of you to our celebration assemblies this week to acknowledge the success of our students. These assemblies are an important part of our awards programme designed to reward those students who demonstrate excellent progress and attainment in their subjects. Our Form Tutor, Head of Year and Headteacher Awards also celebrate those students who have contributed to the life of the school demonstrating a range of skills including excellent teamwork, commitment and perseverance. These assemblies reinforce our **high standards, high expectations and huge aspirations** for our students.

1. Start of term arrangements

All students are due in school on Tuesday 8th January 2019 at 8.45am.

2. Key dates for the Spring term

Monday 7 th January	Staff training day, school closed to students
Thursday 17 th January	Year 11 Parents Evening
Monday 25 th February	Start of Spring half term 2, all students in school
Monday 11 th March	Year 12/13 1:1 Intervention week
Monday 18 th March	Year 11 Trial Exams (18 th -29 th)
Thursday 28 th March	Year 8 Options Evening – Please note change of date
Monday 1 st April	Year 9 Trial Exams (1 st -12 th)
Monday 8 th April	Year 11 Immersion week (8 th -12 th)
Monday 8 th April	Year 7 Celebrate Success Assembly 9.10-9.50, by invitation
Tuesday 9 th April	Year 8 Celebrate Success Assembly 9.10-9.50, by invitation
Wednesday 10 th April	Year 9 Celebrate Success Assembly 9.10-9.50, by invitation
Thursday 11 th April	Year 10 Celebrate Success Assembly 9.10-9.50, by invitation
Thursday 11 th April	Year 10 Parents Evening
Friday 12 th April	Year 11 Celebrate Success Assembly 9.10-9.50, by invitation
Friday 12 th April	Break for Easter

3. Exceptional leave in term time reminder

We do not authorise holidays during term time as this can have a detrimental effect on a child's education. We are only allowed to grant leave in term time requests in exceptional circumstances. These circumstances are prescribed and information regarding these can be obtained from the Attendance Team in school.

4. Uniform

Our uniform expectations are available on the school website. Please pay particular attention to the fact that shoes should be 100% black with no visible markings. Thank you for your support in ensuring that our students continue to look smart.

Finally just a reminder that the first point of contact for your child is their form tutor. These are the staff that see your child every day and will know the most about them. The best method of contact with form

tutors is by note via the student planners as the vast majority of form tutors teach a full timetable every day so will be unable to take phone calls during the day. If you do ring and leave a message they will try and return your call within a day.

If there is an urgent matter that you need to discuss then the Heads of Year (HoY) can be more easily contacted during the school day by phone. Again while they do not teach they will have planned meetings and duties during the day but will endeavour to return your call as soon as possible. Please provide as much information as possible to the receptionist so that they can direct your call appropriately. Each year group has a member of the leadership team attached to it and if necessary they may return your call.

Head of Pastoral Care & Year 7 – Mr J Hunter, Leadership Link - Mrs L Lockley

Head of Year 8 – Mr A Grice, Leadership Link - Mr C Mitchell

Head of Year 9 – Mr D Roberts, Leadership Link - Mrs L Norton

Head of Year 10 – Ms K Holland, Leadership Link - Mr E Du Prat

Head of Year 11 – Mr A Nimmo, Leadership Link - Mrs R Shell-Macleod

Head of Years 12 & 13 – Mrs A Sharp, Leadership Link – Ms T Richards

Finally, I would like to take this opportunity to wish you all a wonderful Christmas and I look forward to seeing you all safe and well on Tuesday 8th January 2019 at 8.45am.

Yours sincerely

A handwritten signature in black ink, appearing to be 'T Peters', written over a horizontal line.

Mrs T Peters
Headteacher