

July 2018

Dear Parents/Carers

As we close for the summer holiday, I would like to thank you for your support during this academic year and share some important information with you.

### **UCEA Uniform and PE Kit – No Change**

The Academy has received a number of enquiries from parents/carers who have concerns following the recent UCAT announcements that the UCEA uniform will change over the last few days. Can I please assure you that there will be **NO change** to the Academy uniform for the next academic year. If any change is made in the future this will be made in consultation with parents/carers, students and other stakeholders. For specific information regarding the academy dress code please see below and the UCEA website for full details.

### **Arrangements for the last day of Term - Friday 20<sup>th</sup> July 2018**

Students will have normal lessons and celebration assemblies in the morning. They will be dismissed for the summer break from Academic Review at 12.30pm. If your son/daughter is entitled to a free school meal, they need to collect a packed lunch during break-time or alternatively purchase food at break-time. Cold food will be available from 12.30pm-12.45pm.

### **Important Summer Exam Results Dates For Year 11 and Year 13**

Thursday 16 <sup>th</sup> August	'A' Level results day – available from 9am - 11am
Thursday 23 <sup>rd</sup> August	GCSE results day – available from 9.30am - 11am

We encourage all students and their families to attend results days. Complementary bacon sandwiches and refreshments will be available on both results days so that the students can stay and celebrate with friends.

#### Thursday 16<sup>th</sup> August - A level results day

The Academy will be open from **9am until 11am** on the morning of results day for your child to collect their exam results and confirm University places. Those students who have applied to University through UCAS have been advised to check their emails for updates prior to attending results day. Key stage 5 staff will be available to support students through the process and advise any students on future options.

#### Thursday 23<sup>rd</sup> August - GCSE results day

The Academy will be open from **9:30am until 11am** on the morning of results day for your child to collect their exam results. For those students who are still unsure of their future for September 2018 or would like guidance on their next steps, we will have our Head of Sixth Form on hand to give support and to answer any queries.

### **Start of the next Academic Year – Wednesday 5<sup>th</sup> September 2018**

**All students are expected to arrive in full uniform and fully equipped** (see the UCEA website for further details) at the following times on Wednesday 5<sup>th</sup> September 2018:

8.30am - Year 7, Year 12 and Year 13 students return to the Academy (open from 7.30am)  
9.30am - Year 8 and Year 9 students return to the Academy (from 9.20am for a 9.30am start)  
10.10am - Year 10 and Year 11 students return to the (from 10am for a 10.10am start)

**From Thursday 6<sup>th</sup> September onwards, all students Yr7-Yr13 should arrive by 8.30am daily.** Please remember the Academy is open from 7.30am onwards and the canteen is open from 8am for any parents who need to drop their children off before heading to work. Please feel free to use this free service.

### **New for September – Student Subject Attainment and Progress Reporting**

After consulting with senior and middle leaders and taking current educational research into consideration we have decided to report student's subject attainment and progress at the end of each term; the autumn, spring and summer term. On each of these occasions you will receive your child's report within a few weeks after the end of any term unless a year team parents evening is calendared, on these occasions the report will be available to collect at the parents evening.

### **New for September – Parent and Student SIMS App**

To improve communication and to support your child's independent learning in September we are introducing a new SIMS app. The key features will be:

- Communication and reporting: Push messages can be received instantly with important school information.
- Student academic reports can also be received within the app.
- Important information: Term dates, school timetables and trip information is readily available.
- Data collection: Parents will be able to update contact, personal and medical information within the app.
- Homework set by teachers can be seen by both students and parents from home via the app or a computer.
- Information regarding your child's attendance will be found within the app.

The app works on most Android and iOS devices and can also be accessed through a web browser. To download the app to your device, visit the App or Play Store and download 'SIMS Parent' to get started, or login at [www.sims-parent.co.uk](http://www.sims-parent.co.uk) using a desktop computer or laptop. An invitation email is sent to the "main contact" parent/carer for a student when they join the school app.

A laminated timetable will be given to students at the start of the academic year, homework will be sent on the UCEA school app easily enabling parents to support their child's independent learning and complete homework before set deadlines. Any written communication to your child's Form Tutors or other staff should be sent through by letter. Planners will no longer need to be issued in September.

### **New for September – Truancy Call**

Truancy Call will be introduced in September. This is an automated service that alerts parents and guardians when their child is not present in the Academy and no reason has been provided for the absence. Parents receive calls, texts or emails to inform them that their child is absent. This system is used to ensure that both the Academy and parents are aware of their child's whereabouts.

If a child is late to the Academy and misses morning registration it is essential that they sign in at student reception on their way into the Academy. If they fail to do so then messages can be sent to parents whose children are in fact in the Academy but have not registered. Naturally this can cause stress for parents and can generate time consuming work with students having to be located on site.

If parents receive a message stating their child is not in the Academy they should respond and inform the Academy why their child isn't present. It is useful at this point to also provide the Academy with their child's expected date of return.

### **Staff Leaving and Joining us in September 2018**

I am pleased to say our recruitment strategy has been successful this academic year and we have some highly skilled staff joining us. In the Maths team we welcome our new Head of Maths Mr Hewson, who has been with us for the last few weeks, Mr Girow our new specialist Lead Practitioner in Maths and Mrs Jones a Maths specialist, both join us in September.

We have been incredibly lucky to appoint Mr Loon as our new Head of Science, strengthening the team. We have also made some key appointments in the English department and we welcome Mr Marshall; his experience will be invaluable over the coming years with Miss McIntyre stepping in while Mrs Barlow is on maternity leave. All of the staff, with the exception of the maternity cover, will be joining us on a permanent basis.

We are delighted to welcome back Miss Wilding from maternity leave and thank Miss Bunyan for supporting us during this time.

The following members of staff will be leaving and we would like to thank them for their commitment to UCEA and wish them well in their future careers: Mr Jenkins, Mrs Houghton, Mrs Smith, Miss Mountford, Mr Biles-Liddell, Mr Fashina, Miss Macey, Mrs O'Donnell, Mr Shaba and Mr Syed. We would also like to wish a special farewell to Mrs Eyre who has spent 15 years serving this community and working hard to improve the outcomes for students throughout this time.

We would also like to thank the following support staff and wish them well in their next career step, Mr Solloway in the IT team, Miss May who has been a valued member of our Learning Coach team and Miss Evans in the SEN teams who is leaving us to train to be a dance teacher.

### **Uniform and Equipment Expectations**

I would like to thank you for your support in instilling high standards of uniform and equipment with your child. Research informs us that this organised, formal approach allows students learning to flourish and ensures they feel safe and secure in school. We welcome your continuing support in September to consistently implement these vital expectations.

The expectations that we have are listed below:

#### **All Academy uniform should be worn as it would be in the business sector.**

**SHOES:** Plain black leather shoes that can be polished (please note that black trainers, pumps, fabric / canvas shoes, boots or creepers are NOT acceptable).

**TIE:** Academy tie (snug to collar, wide part down to the belt).

**SHIRT:** Plain white shirt, tucked in at all times.

**FEMALE:** Plain black trousers, bespoke UCEA school skirt or plain black bespoke UCEA pinafore.

**MALE TROUSERS:** Plain black trousers.

**BLAZER:** Red trim UCEA blazer, which will be worn at all times in the Academy building. The classroom teacher may permit a student to take their blazer off in class if they feel it is appropriate.

**JUMPER:** Black V-neck UCEA Academy jumper (optional).

**JEWELLERY:** No jewellery is permitted with the exception of a watch. Jewellery (including studs, rings, earrings or any other body/facial piercings) are not to be worn. Plasters cannot be used to cover piercings. Items will be confiscated.

**MAKE-UP & ACCESSORIES:** No make-up will be worn. False nails, false eyelashes, coloured nail varnish and lip gloss or other such beauty accessories are not acceptable.

**HAIR:** Hair fashion accessories are not to be worn. Hair must be of one colour and natural in appearance. If hair bands are worn they should be black only.

**NO OTHER GARMENT IS ALLOWED:** Hoodies, cardigans or jumpers (non-Academy) must not be worn. Scarves, hats, gloves, coats will be taken off in the building.

#### **Daily Equipment Required for School**

**BAG:** All students must bring a LARGE school bag with them every day. A school bag is; a satchel, a rucksack, or an equivalent large bag that can carry several A4 books and PE/Dance kit.

**EQUIPMENT:** All students must have a minimum of 2 pens, a pencil, a ruler and a rubber carried in a pencil case every day but it is recommended students should have full stationary sets within their pencil case so they are fully prepared. Students in years 7, 8 and 9 should also carry their Accelerated Reader reading book with them at all times.

I would like to take this opportunity to wish you and your families a happy, safe and restful holiday and we look forward to your continued support in September.

Yours sincerely



**I Robinson**  
**Principal**