

12th December 2017

Dear Parent/ Carer

As we enter the last week of the year I would like to take this opportunity to thank parents for their ongoing support. We know that a strong home/academy relationship is crucial to ensure that every child achieves, is happy and successful.

I also wanted to take this opportunity to inform you of an important change that is to take place in January 2018 in terms of the school day and to remind all parents of some key dates for the diary.

New school timings in 2018

After a term of implementing our early finish on Fridays we have, following feedback from a wide range of stakeholders, decided that from January 2018 all students will remain in school until 15.30pm on a Friday. However, Friday afternoons will not be traditional secondary school lessons, instead we intend to use this time to develop personal, social and moral well-being across the student body. Students will participate in a range of activities that will allow them to develop their understanding of how to stay and keep themselves safe and how to treat others in a respectful and socially acceptable fashion. Many of the topics will cover key issues that are pertinent to young people and thus will provide them with the tools to grow and actively contribute positively to the world in which they live. This Friday afternoon session will also be used to allow students to consider their own Futures and will give students the chance to participate and get valuable careers information and guidance (CIAG).

Important Dates for the future

Thursday 21st December 2017:	Christmas Jumper day/non- school uniform day – In order to raise money for charity, the school is hosting a Christmas jumper day/non-school uniform day. Students must pay £1 if they are not in school uniform. This should be handed to form tutors the week commencing 18/12/17
Friday 22nd December 2017:	School Closure Day
Monday 8th January 2018:	School re-opens for all students
Wednesday 10th January 2018:	Y11 Progress Evening
Friday 12th January 2018:	Inset day- school closed for all students

Attendance

Attendance at Parkwood Academy remains a key priority as there are too many students with unauthorised absence (holidays or family visits abroad in term time) or sporadic, unexplained absence. Please continue to support us by ensuring your child attends **on time, all of the time**. Term dates and INSET days are included in this letter to help families plan ahead. If your son/daughter is absent, please contact the attendance team - you should be aware that as an organisation, we will continue to implement a robust process to ensure every child **attends on time, all of the time**, this will include fining poor attenders and students taking holidays in term time. This will improve attendance and help our students/your children to succeed.

We intend to introduce rewards for those students who have excellent attendance or a rapidly improving attendance these will include:

- A weekly queue jump pass prize draw- all pupils with 100% attendance for that week will be entered in to the draw and there will be 3 passes for each year group.
- Half-Termly prize draw- This will be a slightly bigger prize for example, this time round we have Meadowhall vouchers. Anyone with 100% attendance for the half term will be entered in to this prize draw.
- Termly film club- Year group with the best attendance for the term will have a film club session in the last week of term (this time round it will be a festive film).



- 100% club- Any tutor group who has 100% attendance for the week will have an extended lunch one day the following week.

Punctuality

The first lesson of every day commences at 9.00am. Students should be on site ready for 8.50am as this then gives them plenty of time to be punctual for the start of the lesson. As you will appreciate, students arriving later not only miss out on valuable learning time but also, disrupt the flow of learning for others in the lesson. Parents should also be aware that students who are not in lessons when the music stops playing have just two minutes grace before they receive an hour detention the following day for tardiness. We have also introduced Saturday morning detentions for those students who persistently fail to meet academy basic expectations. These run from 9.30am -11.30am and appear to be working as encouragement for students to make the right choice.

Uniform

I want to thank parents for your continued support in ensuring that your child arrives in academy uniform. This is a non-negotiable and an expectation for all students. I have attached the uniform expectation as a reminder to parents in case you are purchasing new uniform over the Christmas period. Please note that if your son/daughter is not in correct uniform or shoes, they will be in isolation until this is addressed.

Parents also need to be aware that we are about to consult with students following their request to change the colour of the school blazer. Some parents may remember that students designed the original uniform and we recognise that this was now over 5 years ago and there are some who want to change it now. This consultation will take place in January with a view to, if agreed, implementing from September 2018. Next academic year it is likely that we will not be a supplier of uniform, instead parents will need to deal directly with suppliers stores and shops.

Smoking

As with any public building Parkwood is a non-smoking building and site. Anyone who is caught smoking or vaping on the premises is liable to a public fine. For a first offence parents will be informed and the student will face a Saturday morning detention and will be referred on our in-house Stop Smoking cessation course funded by the academy and run in school hours.

Please can I also remind parents that any child causing unrest or public disturbance in the community whilst wearing the academy uniform will face the consequences of the school behaviour policy. Please can I ask all parents to remind your children of the need to act appropriately using appropriate vocabulary whilst in the public domain.

Progress Report

Please find enclosed in this letter your child's progress report, if you have any queries then please do not hesitate to contact either your child's form tutor or the appropriate progress leader for your son/daughter. These are as follows:

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|-------------------------|---------|
| • Ms Barney/Ms Sinclair | Year 7 |
| • Ms Sproson | Year 8 |
| • Mr Swallow | Year 9 |
| • Mr McGillan | Year 10 |
| • Mr Henderson | Year 11 |

Finally, may I take this opportunity to wish you all a very Happy Christmas and a Prosperous New Year. I hope that you all have time to spend with your nearest and dearest.

Yours sincerely



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