



DMA/LFA

7th June, 2024

Dear Parent/Carer

I hope you are all well and your child has had a good return this week. We have been very pleased with all of our students. A special mention must go to Year 10 who have already started to engage with our after-school sessions ready for the end of year assessments.

From Monday 17th June, we are introducing some key changes as we prepare for September, this will be outlined in our whole school reintegration to students. Below are the key changes:

Year Team Managers 2024/2025

Over the next few weeks our Year Team Managers will start picking up their new year groups to ensure there is a smooth transition. The Year Team will be supported by our Directors of Key Stage, Ms Cregan (KS3) and Mr Barratt (KS4).

Year Group 2024/2025	Year Team Manager
Year 7	Ms Whyte
Year 8	Mrs Forster
Year 9	Mrs Best
Year 10	Mr Carr
Year 11	Mrs Sheridan

At KS5, Mr Hamilton and Mrs Sullivan remain in place to support our 6th form students and will oversee both year groups together.

As part of their role, they will be starting attendance support meetings ready for next academic year for any students with persistent absence this year. This is to ensure that all students improve their attendance next year and have all the necessary support in place with some key legal changes being introduced by the Department for Education and the Local Authority.

Punctuality

This academic year we have seen a decline in punctuality and the number of students either missing line-up or large proportions of the school day has significantly increased. Therefore, from Tuesday 18th June our new punctuality system will be introduced as below:

Timings of the Day	
Arrive before 08:25	Students are on time and will attend line-up or the base if this is your child's provision
Arrive 08:25 – 08:35	Students are late to line-up and will line up in the memorial garden. If students repeat this, they will be issued with a break time detention.
Arrive after 08:35	Students will need to enter via main reception and will be issued with a 45 minute after school detention.

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All communications around this will be through the Arbor app and via email. If your child has a reason for being late, please contact your Year Team Manager and we will ensure that any sanction is removed. Please be reassured students who are currently on personalised timetables will not be included in this process.

Break Time

Over the past three years we have worked very hard on our school culture, particularly during social times. As a school we are very proud with this progress and from Monday 17th June we will be moving to a single break time. However, lunch time will remain as it currently runs.

With this change we have opened up the upper café where both 6th form and Year 11 (current Y10) students will have their break. All other year groups will be on the ground floor in their normal seated areas. The Catering Team have also managed to open up additional serving areas to ensure students get a break time snack.

The toilets on the top and ground floor will be open for all students to use, increasing the number of toilets available, in line with DfE toilet ratios.

Lockdown

I am sure you will have recently seen some of the horrific events that have taken place in schools, resulting in a lockdown. As a parent, I can only imagine how the parents felt on that day and we want to ensure we have a system that works for everyone ensuring that we can limit any risks and keep our community safe. Therefore, we will be running a practice lockdown in the final few weeks to ensure all students and staff know the process inside and out. This will include a walk-through of the process on Monday 17th June during our reintegration assembly.

Once we have completed our practice, I will write to parents outlining our process and how we will communicate with you if such an event was to happen.

Finally, I would like to thank you for your support with these changes and do hope the end of year assessments start well for your children. Next week, is our fortnightly newsletter and I will update you on some key events that are taking place in the final few weeks of the year.

As always, thank you for your continued support and have a lovely weekend.

Kind regards



Mr Markham
Principal