

15 June 2018



Dear Parents/Carers

As the end of the year approaches I wanted to inform you of the end of term arrangements as well as the details of our return in September, 2018.

End of Term Arrangements

As you will already be aware, term ends for students on Thursday 19th July. Students will be required in school at the normal time (8.50) on this morning and finish at the normal time at 3.00pm. If you have any further queries regarding the end of term arrangements, please do not hesitate to contact your son or daughter's Head of Year at school.

Start of the New Academic Year

The new academic year will begin on Wednesday 5th September 2018 for students with our new Year 7, Year 11, and Year 12 students being welcomed at 8.40 and all other years at 10.10 (11.30 for Y13). Students will spend the time leading up to break with their tutors in order to collect their timetables and will then commence lessons as of Period 3 on that day.

GCSE and AS/A2 Result Days

We will be open for students to collect their AS/A2 results on Thursday 16th August from 10am for Y13 students and 11am for Y12 students until midday. These can be collected from the 6th form Refectory area. We will then be open for students to collect their GCSE results on Thursday 23rd August from 10am until midday. Anyone wishing to have their results posted home must provide a stamped addressed envelope. If students wish for Parents/Carers to collect their results on their behalf, they must send a signed letter with the person collecting the results. The 6th form Enrolment Day will take place on Friday 24th August for the enrolment of New Year 12 students in the Refectory from 9.30am.

Uniform

I wish to remind parents and carers of our uniform policy ahead of any new uniform purchases through the holiday. Trousers should be black smart trousers (not jeans or any other casual or high fashion style) and skirts should be black and be no more than 5cm above or below the knee. Shoes should be plain black (not Boots, Casual Footwear or Trainers) flat / low heeled (no more than 1" high) plain, black and polishable. **Trainers are not school uniform - even black ones.** If footwear has any of the following features; logos, multiple lacing, holes, soles that "wrap up" onto the upper, the lack of a distinct heel, raised achilles tendon guards at the back of the shoe etc. we will view them as training shoes. (NB PHA staff have final responsibility for deciding on whether a piece of footwear is or is not a shoe/trainer). I would not wish parents and carers to spend their money unnecessarily. Similarly, Performing Arts clothing may only be worn after school during rehearsals.

I would also wish to remind parents and carers of our rules on hairstyles and piercings. The only piercing that is allowed is a single pair of studs or sleepers in the earlobe. Any other type of piercing will need to be removed. If students wish to have piercings through the holiday we advise that these are carried out at the start of the holiday so that they can be removed for the start of term without causing problems. Again, this will prevent money being spent unnecessarily. Extreme hairstyles are also not permitted, so any colouring or pattern applied to hair should again be rectified for the start of September.

Our expectation is that all **students must have a school bag and their Student Planner at all times** as part of their uniform. As you will agree, being organised and carrying the correct equipment is crucial for students to maximise their learning. If your child is without an appropriate school bag, or their student planner, it will be deemed a uniform infraction and be dealt with according to the Academy's Uniform Policy.

Homework

We will continue to demand high standards of homework completion from students to further ensure your child makes as much progress as possible. Rewards will be given to those students who complete homework to a particularly high standard and sanctions applied to those that fail to complete homework. I cannot stress enough that homework is integral and paramount to learning, and an excellent opportunity to engage in your child's learning by signing the homework planner and looking through their exercise books.

Mobile devices

Additionally, we will continue to have an ongoing zero tolerance of students having their mobile phones/portable media devices switched on and/or visible whilst on the Academy premises. We have consulted widely on this policy and have agreed to allow students to have a mobile phone/portable media device with them for use on the way to and from school, but at the same time create a positive, safe and healthy learning environment whilst in the Academy. Students should therefore switch mobile phones/portable devices off on arriving at the Academy site and not take them out/switch them back on until they leave the site after school. Students who have their mobile phones/portable media devices visible on the Academy premises will initially have them confiscated and then returned at the end of the day. However, if students repeatedly breach this rule, we reserve the right to only return a confiscated item to the student's parent/carer. We have not developed this policy lightly, but have done so in order to protect the safety, welfare and learning environment for all students.

Attendance

Your child's attendance at school is monitored on a daily basis and notable absences or patterns of absences are followed up by the Head of Year; in more serious cases the Education Welfare Service. **I would like you to be aware that the education Welfare Service may contact parents/carers and visit addresses should your child be absent from school or during an absence audit.** The school prides itself on good attendance figures and the support of parents and carers.

As per the Government's direction on attendance, we are unable to authorise any term time holidays

I would like to thank everyone for their ongoing support in making Park Hall a success this year and look forward to continuing this journey with you in the new academic year. In the meantime, have a very pleasant summer holiday.

Yours faithfully

A handwritten signature in black ink, appearing to read 'T. Close', written in a cursive style.

Dr T Close
Associate Headteacher