



Dear Parent / Carer

START OF NEW YEAR ARRANGEMENTS

Assalaamu Alaikum – ‘Peace be with you’

I hope that you and your family are well and that your child is enjoying a restful summer.

We are really looking forward to welcoming your child to the school in a few days’ time.

I am writing to confirm arrangements for the start of the new academic year. Please read the information on the next few pages carefully.

School Opening for the new Academic Year

Following the summer holidays, school will re-open on **Thursday 1st September**.

- On **Thursday 1st September** we will have staggered start times for year groups. Please note that the times given below are for when registration begins and we therefore need students on site 5 minutes before so that registration starts promptly:
 - **Year 7** Registration starts at **8.00am**
 - **Year 8** Registration starts at **9.30am**
 - **Year 10** Registration starts at **10.00am**
 - **Year 9** Registration starts at **10.30am**
 - **Year 11** Registration starts at **11.00am**

Normal school timings will be as follows:

- Monday till Thursday, school will run from **8:00am** till **3:00pm**. Students will need to be onsite before registration starts. Intervention and Enrichment classes will start at **3:00pm**.
- Friday, school will run from **8:00am** till **12.30pm**. Intervention and Enrichment classes will start at **12.30pm**.
Students will need to be onsite before registration starts.

Other Guidance

Please read the guidance on the next few pages and ensure that your child follows each of these expectations. We will share more information with your child when they start school.

We really appreciate your support with this. If you have any concerns or queries, or need support in any way, please contact the school. Please remember the school in your prayers.

Yours faithfully,

Akhmed Hussain
Principal





Important Guidance

Term Dates 2021-2022, Attendance and Punctuality

Please find enclosed a copy of the term dates for the new academic year.

Pupils have missed a lot of learning due to disruption caused by COVID-19. As result, pupils are behind in their studies. The school has put in place plans to support all pupils to catch-up on missed learning. To support this effort, it is vital that all pupils aim for **100% attendance during this academic year**. Pupils who attend school fully will receive rewards. The Local Authority's Education Welfare Officer will ask to meet with parents of a pupil whose attendance is poor.

The school is not allowed to authorise any **trips abroad** during term time unless there are exceptional (emergency) circumstances specifically for the pupil. A trip abroad during term time will cause considerable **harm to learning** and may result in a penalty notice. Thank you for your support with this.

So that pupils do not missed learning the school advises that all appointments are to be made out of school hours.

Last year, some pupils repeatedly arrived late to school. This is not acceptable as **punctuality** is an important expectation in life and lateness hurts learning. Pupils arriving late to school without a valid reason will receive a detention.

School Uniform

It is important to wear the **correct uniform** at all times. Please see below uniform expectations:

- Must wear their full uniform at all times, including on the day when they have PE lessons.
- Must only wear school-approved PE 'hoodies'. All other hoodies must be removed on entering school.
- Must wear plain, black shoes at all times. Trainers are not permitted.
- Are not permitted to wear **jewellery** (unless otherwise agreed on grounds of faith) or **smartwatches**.
- 'Hoodies', denim or leather jackets must not be worn to school or within the school premises. Instead, a '**plain Black or Navy Blue**' coat should be worn to school, as specified by the school uniform policy. Any student wearing a 'hoodie' or denim jacket to school will have it confiscated. Parents will have to collect the item of clothing and the student will receive a detention.
- Extremes in hairstyles are not permitted, e.g. skin fades.

Uniform items are available from the Stevenson website <https://www.stevenson.co.uk/>.





Pupil ID Badge

Pupils must bring their ID badge to school each day, with their lanyard.

- The ID badge will be needed by pupils to confirm their identity, move around the building, access work that they are printing/copying and pay for food in the canteen.
- Pupils must not damage, deface or lose their ID badge.

Good Behaviour

The school expects all pupils to **behave well at all times**, treat others with respect and ensure that they do not disrupt the learning of other pupils.

If a pupil uses foul or abusive language, is rude to members of staff or repeatedly disrupts lessons, the school will contact parents and ask that they complete a detention after school on the same day. They may also be withdrawn from lessons and asked to learn separately from their classmates.

Recently, there have been concerns across the country about **safety in schools** (particularly with respect to knives and vaping). To ensure the safety and wellbeing of all of our pupils and members of staff, any pupil found to have brought an item into school which could cause harm to others will face a permanent exclusion. Please also note that **high- energy drinks** must not be brought into school.

Mobile Phones and Wellbeing

The school does not allow pupils to bring a **mobile phone** into school, unless there is an exceptional reason which is agreed in advance. This is an important rule because having mobile phones in school often leads to considerable harm to welfare and disruption to learning.

Pupils who bring a mobile phone into school without permission face serious consequences including being withdrawn from lessons.

In addition, we have also seen that a few of our pupils are **online at night** when they should be asleep. This is causing tiredness in lessons and harm caused by unsupervised use of the internet. I would urge all parents to ensure that your child does not take a phone or other device to their bedroom at night.

Safety on the Internet

Each year, a small number of pupils **use the internet at home** in an unsafe or harmful way.

Often, this is because parents have not taken steps to ensure that the internet is safe or that their child understands what they are allowed and not allowed to do. Sometimes, parents have wrongly assumed that their child understands the risks or that they are too sensible to put themselves and others at harm.

This puts your child and others at risk of great harm – and can cause a lot of upset and worry. **It is the responsibility of parents to ensure that they are aware of how their child uses the internet (and social networking) at home – and that they use it in a safe manner.**

Please:

- Discuss the importance of safer internet use with your child.
- Take steps to make your child is **safe on the internet**, by:





- Thinking carefully whether your child is mature enough to have a device of their own.
- Setting filters so that your child is not exposed to harmful content.
- Making sure that your child does not have any devices in their bedroom overnight.
- Only allowing your child to use the internet whilst under supervision.
- Going through the rules about when and how your child may use the internet.
- Contacting the school if you need advice and support in making the internet at homesafer.

Free School Meals and Financial Support

The school will continue with its **financial support for pupils** who are registered for 'free school meals'. Such pupils will receive:

- Free Breakfast (each school morning), as well as lunch to the value of £2.20 each day.
- Free textbooks and stationery sold at the school.
- Free trips and outdoor educational visits (except residentials, which would be subsidised).
- £100 cheque towards the cost of uniform (for new pupils in Year 7 only).
- A guaranteed place on any after-school intervention class or enrichment club that they wish to attend.

If you feel your child should be registered for 'free school meals', please apply [here](#).





SCHOOL TERM AND HOLIDAY DATES

2022 - 2023

(All dates are inclusive)

AUTUMN TERM 2022

Staff Inset Day - 1	Wednesday 31 st August 2022
Re-open (for students) on	Thursday 1 st September 2022
Mid Term Closure	Monday 24 th October - Friday 28 th October 2022
Closure after school on	Friday 16 th December 2022
Christmas Holiday	Monday 19 th December – Monday 2 nd January 2023
Number of openings	72

SPRING TERM 2023

Staff Inset Day - 2	Tuesday 3 rd January 2023
Re-open on (for students) on	Wednesday 4 th January 2023
Mid Term Closure	Monday 20 th February - Friday 24 th February 2023
Closure after school on	Friday 31 st March 2023
Easter Holiday	Monday 3 rd April – Friday 14 th April 2023
Number of openings	58

SUMMER TERM 2023

Re-open on	Monday 17 th April 2023
'Eid ul Fitr 1444 * holiday	Thursday 20 th April and Friday 21 st April 2023*
May Day Closure	Monday 1 st May 2023
Mid Term Closure	Monday 29 th May - Friday 2 nd June 2023
'Eid ul Adha 1444 *	Wednesday 28 th June and Thursday 29 th June 2023*
Closure after school on	Friday 21 st July 2023
Number of openings	60

* Please note – 'Eid holidays may be revised slightly depending upon sighting of the new mo





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