

SGI/LF

19<sup>th</sup> July, 2018

Dear Parent/Carer

I would like to take this opportunity to share some key information in preparation for the new academic year, to welcome all our existing and new students into Central and to update you in relation to our plans for the new term.

There will be some changes this year as we continue to raise standards and expectations in every area. I greatly appreciate your ongoing support as we continue to strive to bring out the 'Best in Everyone'.

**Uniform** - From September, our uniform must be worn by all students:

- Grey jumper or cardigan with Central Academy logo
- Charcoal grey trousers or knee length skirt – must be tailored (no 'skinny' jeans, leggings or lycra skirts)
- White shirt or blouse – tucked in and top button must be fastened
- Clip on grey/red tie
- Full grey and red PE kit including sports socks must be worn for every lesson, even if not able to take part. Girls in Years 10 and 11 can wear black sports leggings (prices available from The Uniform Shop)
- Black formal, polishable shoes (no trainer style or shoes with logos)
- No false or acrylic nails, false eyelashes, makeup or jewellery including earrings – a wrist watch may be worn

Please refer to the Behaviour Policy displayed on our website for further details. Any uniform breaches will result in students being placed in isolation in the Academic and Pastoral Support Centre (APSC) or sent home.

**Behaviour Management** – Binary Behaviour is in place. This is based on the following principles:

- Every student has the right to learn in a disruption free classroom
- Teachers have the right to teach in a disruption free classroom
- Students are either in lessons learning or they are not

In summary, students will be given ONE warning to change their behaviour in the classroom and if they do not respond, then they will be removed and sent to the APSC until 3.30 pm on that day and until the same time the following day. Repeat offenders will be placed on Intervention Programmes, this is a positive process and will have a positive impact on behaviour, progress and individual student success. Refusal to follow instructions will result in fixed term exclusions, we expect students to be compliant on the first time of asking.

Lessons will be exciting and inspiring with a greater emphasis on the progress of all students, in every class, at every level.

Needless to say, if you have any questions or concerns then do not wait until there is a parents/carers information evening, please get in touch and let us work together to give everyone in the community the best possible experience of school.

**Attendance** - We expect 100% attendance. Good attendance leads to good outcomes. We will continue to provide support to all our families in terms of attendance and we also will apply the appropriate sanctions if our efforts and support are not being acted upon.

**Community** - An Academy is only as good as its community. We will continue to issue monthly newsletters and keep you informed wherever possible. Please visit our website which we will ensure is updated regularly.



**United Learning**  
The best in everyone™

■ Ambition ■ Confidence ■ Creativity ■ Respect ■ Enthusiasm ■ Determination

## First Day – Wednesday 5th September, 2018

Please ensure that your child is on time (**8.30 am**) and ready to learn. All students will have tutor time/assembly during periods 1/2 with lessons beginning period 3. (Year 7 should report directly to the theatre).

We would remind you of the following basics:-

- Breakfast – is the most important meal of the day, we do have a breakfast club at 8.00 – 8.30 am.
- The Academy day begins at 8.33 am. Anyone arriving after this time will be detained until 3.45 pm without advance notice being given.
- Students who arrive late to lessons during the day may have their social time removed (1 minute late = 1 minute detention) at the next opportunity, this could be break, lunch or after school.
- All students will be given a planner on their first day. If they lose it, then they must pay to replace it (£2).
- ID cards – students in Years 8-11 must bring their cards with them; students in Year 7 will be given new cards, which are used to purchase food. Lost cards must be paid for (£2).
- Ties – must be worn at all times and if forgotten, we will loan them once, but then a new one must be purchased (£4.50).
- Equipment – as a minimum a reading book, pen, pencil, eraser and ruler.

The Academy Day has six lessons per day, each for 50 minutes. Timings are available on the website.

**Food and Drink** - We encourage students to follow a healthy and balanced diet. Food is provided at 8 am, 10.20 am and 12.25/12.50 pm by Caterlink, which complies with the government's healthy schools guidelines. Students may bring their own food into the Academy, but we hope that they consider the nutritional value of this. We do not allow sugary/high caffeine drinks to be brought into or consumed in the Academy and these will be taken from students if discovered.

**Mobile Phones** - Ideally these should not be brought to the Academy, if they are, this will be at the student's own personal risk; they must not be seen or heard during the lessons. They can be securely stored in a locker, which will require a padlock.

If students are seen using their phones inside the building the phone will be confiscated and placed in the safe in Reception. An adult will be required to come in and collect it; mobile phones will not be re-issued to students.

**SIMS Data Collection Sheets** – these have already been sent to Year 7 students. Please ensure that these are completed and returned to reception on or before 5<sup>th</sup> September for all students, including where details may not have changed.

I hope this provides you with clear guidelines and a sense of our expectations, again we would like to thank you for your ongoing support as this is key to our continued success. Together we can ensure the best experience for everyone and that your son/daughter will be able to follow their ambitions and aspirations for the future.

Our team look forward to working closely with you over the coming years.

Yours sincerely



**Stephen Gilby**  
Principal