

## Standards & Equipment

Dear Parent/Guardian,

We know how important it is for our students to be adequately equipped so they can be ready to learn each lesson. During morning tutorials, we devote time to checking every student is ready and prepared for the day ahead.

As the new term gets underway, we have allowed a two-week period to ensure students have all the equipment they need. Those who need to purchase a replacement planner can do so from Monday at the reduced cost of £5.

Tutors will continue to support students preparation during pastoral time at the start of each day, however if they arrive to lessons throughout the day not equipped with the items in bold below, a same day 30 minute Reflection will be issued by subject teachers for the end of the day. **Please can we ask for your continued support over weekend to check they are fully and correctly equipped for Monday and beyond.**

### **Students need every lesson every day:**

- Academy Planner (**emergency planner pages will be issued for a maximum period of 3 consecutive days before a replacement planner must be purchased in school**)
- Reading book
- **Fully stocked pencil case**  
(\*2 pens black or blue /red pen/pencil/eraser/sharpener/ruler/highlighter/calculator)
- Ruck sack
- Full and correct uniform including black shoes that can be polished.

**\* The absolute minimum items expected daily. Not having 2 pens a red pen and a pencil will result in a same day Reflection being issued.**

### **Reminder of our electronic devices policy:**

Since returning from the Christmas break we have had a number of students **using mobile phones and/or air pods/headphones in school**. Students have been reminded that **if any of these items are seen or heard in school they will be confiscated until an adult family member can come to collect**. They will be stored securely until this point. Thank you for your support in enforcing this existing policy.

Please do not hesitate to contact us by placing a note in your child's planner if you need any support in relation to this matter from their Tutor, Pastoral Leader or Head of Year.

Yours sincerely,

Miss D Gobbi

Principal

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