



CLAYTON HALL ACADEMY

Dear Parent/Carer,

I am delighted to be writing to you in my new position as Vice Principal (Student Welfare and Behaviour) of Clayton Hall Academy. I am honoured to be able to work alongside a team of highly skilled and dedicated professionals, who share in my passion for all of our students to achieve the best possible outcomes. Collectively, we believe that education is;

- Providing a Gold standard education for all of our students
- Delivering an aspirational curriculum leading to academic success
- Taking a tailored approach to support individual needs
- Ensuring students become resilient, independent and confident citizens

As a parent of three myself, I understand your priorities and know that you expect us to offer your child(ren) the support, opportunities, experiences and outcomes that we expect for our own. I feel passionately that anything less is simply not acceptable. These are the beliefs and principles that I have worked to throughout my twenty years of teaching, including seven years as a senior leader. I will ensure that I utilise the best of what I have experienced and been a part of, for the benefit of your child.

During my visits to Clayton Hall Academy I have been amazed by our brilliant children, incredible staff and supportive families and I look forward to working with you when the new academic year begins.

Whilst writing to you, I also wanted to confirm the arrangements for the return of your child(ren) for the new academic year, which will be as follows:

- **Monday 4th September:** school closed to students for our staff INSET day
- **Tuesday 5th September:** school closed to students for our 2nd staff INSET. **Whilst the school is closed for students we will be welcoming any new year 7 students from 1:15pm to 2:15pm should you wish for your child to attend. This will be an opportunity for any year 7 students to meet key staff and answer any questions that they may have.**
- **Wednesday 6th September:** All students in school. Please arrive in plenty of time. We expect students to be lined up with their form class at 8.40am, from where they are escorted to form time.

We will be returning to a **3.15pm finish time** for all year groups from Wednesday 6th September. The staggered finish times that had been put in place have now been removed.

In preparation for the new academic year, I would like to take this opportunity to remind you all of some key messages that are crucial to the ongoing success of our Academy and our students, all of which can be found on our school website. Such high standards are pivotal contributing factors that make Clayton Hall the fantastic place that it is.



Mrs. Catherine Reid, Principal, BSc (Hons), PGCE

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Attendance

<https://www.claytonhallacademy.org/parents/attendance/>

Attendance is paramount to ensure our students fully achieve their potential. If students are not present in school, we cannot deliver our Gold Standard education to them.

Clayton Hall Academy's Parental Agreement and Attendance Policy, reflects the Governments' Policy. It is your duty to ensure your child attends school, and if attendance falls below 97% our Pastoral Team will be in contact with you to offer advice and support. If attendance falls below 95%, this will trigger Educational Welfare involvement. Of course, we understand that students do become ill from time to time, and that such occurrences cannot always be avoided, but please can I urge you all to be proactive in monitoring your child's attendance. If your child is going to be absent for any reason you **must call** the school's absence line on **01782 367650 by 08:50am**, letting us know the reason, and when your child is expected to return to school.

Punctuality

Like attendance, punctuality is of paramount importance. Being late to school by just a few minutes results in missed messages, many of which are crucial. Similarly, it leads to missing important assemblies and lesson time. Please remember, that all students are expected to be lined up in their form line by 08:40am. In order to achieve this, please can I ask that all parents and carers are proactive in ensuring your children arrive on the academy premises, **no later than 8.35am** every day. Once the gates close at 8.40am, your child is late to school, for which there are sanctions.

Uniform

The link to the full uniform policy can be found here: <https://www.claytonhallacademy.org/about-us/policies/>

Students should be wearing their uniform smartly, with pride every day. A high standard of personal appearance is expected from all students. The following academy uniform was agreed by the Student Council, Staff, Parents and the Governors. Any student who requires additional support with uniform should contact their house leader.

Students should not be wearing any additional items, such as hoodies under their blazer. Coats may be worn over student's uniform whilst outside, but must be removed before entering any classroom. Hoodies are not acceptable as a coat alternative and should not be worn on school site. To this end I would like to reiterate our uniform expectations:





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Uniform expectations:

- Maroon blazer with the Clayton Hall Academy badge
- White shirt
- Optional grey V-neck jumper may be worn underneath the school blazer
- No other jumper is permitted
- Clayton Hall Academy tie
- Black Trousers (required if skirt not worn)
- Black A-Line Skirt (students who wear skirts must also wear black tights)
- Skirts must be knee length.
- Black jeans or Jeggings are **not permitted**
- A plain black Dupatta may be worn (tassels and embroidery are not acceptable)
- Plain black leather-look shoes (please see examples below)

Acceptable Uniform



Acceptable Footwear Examples



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Unacceptable Footwear Example



Mobile Phones

I would also like to remind everyone that the use of mobile phones is not permitted on school site, and that all mobile phones should be “off and away” when students are on school site. Any student who is caught using their mobile phone during the school day will have their phone confiscated to be stored securely in the house office for the remainder of the day. The Academy cannot accept responsibility for any mobile phones on school property. If your child has had their phone confiscated they will receive a 15-minute detention in the main hall, after school, where they can collect their phone.

I appreciate that this letter contains a lot of information that has previously been communicated, however, it is crucial in ensuring that our exceptionally high standards are upheld for a positive start to the academic year. If you have any concerns or worries during the coming days, then please don't hesitate to contact the Academy. I very much look forward to working with you all.

Yours Sincerely

Gareth Pass
Vice Principal

