23 September 2022

Dear families,

I hope this letter finds you and your families well. I have been unable to write to you over recent weeks due to the passing of Her Majesty the Queen and the period of mourning in which we respectfully postponed any communications as a Trust. On Friday 9 September we observed a two-minute silence across the academy and at a very sad moment for our nation. I was so proud of the way this period of reflection was observed. I have a couple of updates and news items to go through with you to provide clarity and communication.

Learning Habits – Uniform

We are delighted to see so many of our students in their new school uniform looking very smart. We do insist on perfect uniform; not nearly perfect, but perfect. Over the past few weeks, we have been communicating with some students and families where this hasn’t quite been achieved. As with all our learning habits when we introduce them, we allow students a period of time to put things right, and this has been the same for uniform. This may be for example, the wrong footwear, a rolled-up school skirt or not wearing a blazer when moving around the academy. We have been reinforcing these expectations to students through morning meetings throughout the school day and students have been informed that the period of grace is now ending, with effect from Monday 26 September. From this date, where students do not have the perfect uniform, we will begin to issue same day corrections to them, for which you will be notified. We would appreciate your support in ensuring that your child leaves their home with the uniform standards that we expect.

Learning Habits – Equipment

We insist that all students have the equipment necessary at the start of each school day and for each lesson to support them with their learning. This equipment and 100% booklets have been provided by the academy to every child. There is an equipment shop open daily until 8.12am where students can replenish missing stationery free of charge. We do this so that students are equipped and ready to learn with no excuses. Equipment is checked in every morning meeting. There have been occasions where students have arrived at morning meeting without the right equipment and have not visited the shop. As with uniform, we have allowed students a period of grace, but this will now end, with effect from Monday 26 September. From this date, where students do not have the correct equipment, we will begin to issue same day corrections to them, of which you will be notified for. If your child is missing equipment, we encourage you to remind them to visit the equipment shop before the start of the day.

Learning Habits – Attendance and Punctuality

Daily attendance to school is vitally important and something that we want to see for every student at our academy. Every student must attend every day, on time, to give them every opportunity of success. Please encourage your child to arrive on time. Punctuality is a very important part of sustaining employment in adult life. As with our other learning habits, corrections are issued for those students who do not arrive on time. If your child is unwell and cannot attend, please ensure you report your child’s absence by telephoning 0161 998 3992 or using the absence form on PA Connect.

Dates for your diary

We have several events and activities taking place over the coming weeks which we are excited about, and I wanted to share these with you.

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| Date | Event | Further information |
| 28 September | Year 7 Coffee Parent Coffee Morning | Letter sent to Year 7 Parents on MCAS |
| 29 September | Open Evening – this will be a presentation delivered by students and senior staff  Please share this event with your family and friends who may have children in Year 6 | 4.30pm until 7.15pm  Presentation 1: 4.30pm  Presentation 2: 5.30pm  Presentation 3: 6.30pm |
| 6 October | Meet the Tutor Evening – all Year Groups | A letter will be sent home next week to families confirming arrangements |
| 21 October | School closes for half term | Students will return to the academy on 31 October |
| 17 & 18 November | School closed for students – teacher planning days |  |

MCAS and PA Connect

We have always used PA Connect as our way of communicating key messages home to families. We are in the process of rolling out MCAS (My Child At School) and trialled using this as a way to communicate with our Year 7s. We have decided that we will continue to use PA Connect to send messages home, consent forms and letters to families. We will roll out MCAS over the coming weeks to all families and this will be used to share behaviour and assessment information with you. This is replacing the previous system we used last year, Go4Schools. As always, I encourage every family to download our communication apps to ensure that you keep up to date with information and the progress of your child.

Thank you for your continued support to helping make a great start to the academic year so that we can provide a first-class education for our students who we know will go on to make such a difference in their community.

Yours faithfully

**Mr K Green**

**Principal**

**Dixons Brooklands Academy**