



Shenley Academy & Sixth Form,
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JBA/tb

23rd May 2019

Dear Parents/Carers,

As the half term approaches I wanted to take the opportunity to thank those parents who attended the welcome event and to reinforce some key messages.

To ensure all students are fully equipped for learning we are selling pencil cases (containing 2 black pens, a blue pen, a red pen, 2 pencils, a yellow highlighter, a rubber, 30cm ruler and a protractor) available at a cost of £1.75 on Parent Pay. Students who have their own pencil case containing the full equipment may of course continue to use them. All students will be expected to have their pencil case on their desk during tutor time and at all times during a lesson. Any student who does not have the correct equipment will receive a same day 60 minute detention effective Monday 3rd June. Pencil cases that have been ordered can be collected from reception.

It is important that our students are dressed appropriately for school and I ask that you familiarise yourselves with the uniform policy on the website. The only jewellery permitted at the academy for students is one pair of stud earrings, worn in the lower lobe, and a watch. No other jewellery is permitted and students will be asked to remove it along with any coloured nail polish. All students are expected to wear black school shoes and not trainers. Any student wearing trainers where we have not received a medical exemption from the GP will be asked to borrow a pair of our shoes and their trainers will be returned at the end of the day. Any medical exemption forms will need updating on a regular basis.

As we continue our drive towards excellent attendance, we would like to remind all parents and carers that students should be in school and on time every day. Should your child be unwell, it is important that you contact the Attendance Office before 8:30am to report their absence. Over the next few weeks, we will be contacting the parents and carers of students whose attendance is below the level expected by the Academy. Where the attendance of a student is a cause for concern, absence will no longer be authorised without medical evidence. Poor attendance has a direct link to underachievement and a lack of progress and we very much appreciate your continued support in ensuring that your child attends school every day. Applications for term time holidays will be denied.

All detentions will now be same day detentions and parents will be informed via our text messaging service.

To ensure that our students get the very best learning experience we have launched a new marking policy. This is available on our website and students will receive feedback every two weeks in their books in all subjects and literacy will form a focus of our marking. Please continue to encourage your children to read. We are privileged to have a library, a facility many schools do not have. It provides our students with a wonderful range of literature and we would like students to continue to engage with their love of reading.

It is essential that we work together to raise the educational standards for our students and I look to your full support and welcome your feedback.

Yours sincerely,



Dr Jayne Bartlett

