

20th July 2017

Dear Parent(s),

End of term arrangements

We will finish at 12:20pm on Friday 21st July. It will be a non-uniform day. We are asking that pupils pay £1 for the privilege of not wearing uniform. The student charity commission has decided that the money we collect will be donated to the Cancer Research UK.

The School Day 2017.18: Mondays, Tuesdays, Thursdays and Fridays

On Mondays, the school day will start at 8:40am and will end at 3:00pm. Wednesdays are different and this is explained below. We are re-introducing split lunchtime. The full details of the school day will be put on the website in the week beginning 28th August 2017.

The School Day 2017.18 Wednesdays: Teacher Planning Sessions

On **Wednesdays only** pupils should arrive between 9:40-9:50am ready to start their first lesson at 10:00am. They will be dismissed at 4:00pm. The late start is to allow teachers to work together to plan what they teach and to practice new teaching techniques. These sessions – which very few schools have - were mentioned by OFSTED in the letter they wrote to us following our recent inspection. They wrote:

‘Staff are supported in their own professional development and training is taken very seriously; one hour is devoted to staff training every Wednesday morning. As a result, teachers are equipped with the necessary knowledge and skills to plan effectively. Teachers typically deliver lessons that engage and motivate pupils to learn.’

GCSE Results Day for Year 11

This will be on Thursday 24th August. Results will be available in the canteen at the Upton Lane site from 10:00am for Year 11 and from 11:00am for Year 10.

First day back Monday 4th September 2017

School will start for pupils on Monday 4th September 2017.

11.30	Year 7 arrive
12.20 – 1.00	Lunch for Year 7
1.00 – 1.15	Years 8,9,10 & 11 arrive
1.15 – 2.00	Tutor time
2.00 – 3.00	Lesson 5 (this will be a special lesson on our classroom expectations, pupils will only need to have pens with them).

Tuesday 5th September will be a normal day and school will start at 8:40am. Pupils should arrive no later than 8:35am ready to be admitted for registration. They will be dismissed at 3:00pm.

Term dates for next year

The term and holiday dates for next year (2017-18) can be found [here](#). You will see that next year we have arranged things so that we can include two long weekends. The long weekends have been put at two points in the year where we have spotted dips in teacher attendance and dips in pupil behaviour. The November weekend is towards the end of a long term and the June weekend is at end of the GCSE exams. We think that the long weekends should help everyone recharge their batteries and help ensure teachers teach good lessons and pupils get the best from them.

Open Evenings

Our Open Evenings will be on Tuesday 19th September 2017 at Upton Lane and Tuesday September 26th 2017 at Grosvenor Road. They will run from 4:30 – 7:30pm. These are events for parents of pupils in years 5 and 6 who are thinking of sending their children to us. If you know any such parents please pass the dates onto them.

Other dates for next term

Monday 23 rd October 2017 – Friday 27 th October 2017	Half Term
Friday 24 th November 2017	Long weekend
Thursday 21 st December 2017	End of Term

Uniform

The School PE kit and all other uniform items are available from our uniform outfitters:

Fashion Shop 138 High Street North East Ham E6 2HT Tel: 020 8552 3200	Lucilla Limited 180a Cranbrook Road Ilford Essex IG1 4JA Tel: 020 8554 5133	Ian Howard 409 Barking Road East Ham London E6 2JT Tel: 020 8472 1729
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We have made two small amendments to the uniform. Please look on the website in August.

For the last few years we have allowed pupils to wear trainers at break and lunchtime if they are playing football. However this benefit is being misused: most of those who we see wearing trainers at break and lunch are not playing football and are wearing trainers that are not suitable anyway. Sorting this out is taking up too much time. So, from September, all your children must wear plain black leather shoes at all times.

Until the end of September it will be too warm to need to wear a coat over a blazer and so your children only really need to bring a light coat to school in case of rain. These coats should be kept in their bags.

Your child must also have a sturdy school bag which is big enough to carry an A4 folder.

Attendance & Punctuality

If your child is sick or has an appointment, you must let us know before 8:30am. If possible please make appointments outside of school hours.

We will send you a text message if your child is late or is absent without us knowing why.

School meals and our cashless catering system ParentPay

The school meal deal has cost £2 since 2009. If the price of the meal deal had kept up with inflation it would now cost £2.45 (thisismoney.co.uk). So Governors have agreed that from 4th September 2017 the price of the meal deal should be increased to £2.20. We still think the deal is very good value.

We have a cashless system that your children use to pay for their food. We give every pupil a card and parents need to keep it topped up with credit. You can do this online or by giving your child cash which they put in a cash machine at school. The machines sometimes break down and sometimes pupils spend the money you give them instead of putting it on their cards. So it is much better if you pay online.

We have sent all parents an activation letter explaining how to use ParentPay online. The letter contained your username and password. If you have lost your username and password please telephone Ms Kaur, Pastoral Assistant, on 0208 586 8759 at the school who will be able to help.

Free School Meals

If you think you might be eligible for free school meals we would like you to apply - even if your children go home for lunch or have packed lunch every day. We want you to do this because for every child who is eligible for free school meals, we get an extra £935 from the Government. This is called the Pupil Premium.

If you are not sure if you can apply, please ring Susan White, Office Manager, on 0208 586 8700 who can help.

To apply for free school meals (FSM), please ask the school reception for a Babcock FSM form if you have not completed one previously and complete and return to school as soon as possible.

The summer holiday

Look on our website to see a link to some information on staying out of harm over the holidays.

And finally, I hope that you all have a lovely summer.

Yours sincerely



Andrew Seager
Headteacher