

Dear Parents/Carers,

As we come to the end of term I would like to inform you of some important changes and update you on arrangements for next year.

The last day of term Friday, 21<sup>st</sup> July will finish at 12.30. Buses will leave at 12.40.

### **First Day of next Academic Year**

The first day back to school for all students will be Wednesday, 6 September 2017. Please note there is a school closure date for Teacher Training on Friday, 13<sup>th</sup> October. The remaining term dates are available on the Parents/Carers section of our website.

### **The Academy Day**

The timings of the Academy Day will be changing slightly in September: an illustration is shown over the page in Appendix 1. This means that lesson 4 now finishes at 2:55pm. The early buses will depart at 3:05pm. Session 5 for Year 11 students will finish at 3:50pm and the late bus will depart at 4:00pm.

### **Tutor Groups**

From September we will start to run tutor groups within year groups. This means that your child will be starting in a new tutor group in September. This will enable us to provide specialist resources when they are needed, for example age-specific Personal, Social and Health Education (PSHE). Each year group will be led by a Raising Standards Leader who will focus on the academic achievement of the year group and will be supported by a team of tutors. Students will remain in the same Learning Community: King, Madiba or Pankhurst and the Student Services team will continue to address the pastoral care of students (see Appendix 2 for 'Who to Contact')

### **Communication**

Earlier this term we began to send most of our letters to Parents/Carers by email instead of the letterbox post and this has provided a quicker, more secure delivery. To further improve communication, we are introducing a new App: SIMS Parent. The Parent App enables you to access real time information about your child, held within the schools information management system. Once registered you can view your child's timetable, progress and assessment information. The app is available for download from the Google play or Apple App store – search for 'SIMS parent'.

### **Target Review Day**

On Wednesday, 17<sup>th</sup> January 2018 we will hold a Target Review Day. On this day parents/carers will have the opportunity to meet with their child's tutor and discuss progress towards targets. An appointment time will be agreed in the day or early evening. This will replace the tutor day that we have held previously in September. Students will attend school for their appointment time only on this day.

**Motorised Scooters, Mopeds and Motorbikes**

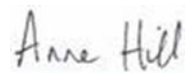
From September 2017 we will not allow students to bring or ride motorised scooters, mopeds or motorbikes on the school site. We strongly advise therefore that students do not travel to and from school using this mode of transport as there will be no parking facilities for these.

**Road Safety**

Following a recent traffic incident we would like to remind all students to be road safe. Appendix 3 contains a set of suggested steps to be taken in order to arrive safe at school. Please can we ask that you discuss this with your son/daughter/ward over the summer holiday.

On a personal level at the end of my first year here at TCA I would like to thank you all for your honest feedback and warm wishes. I know we are all striving for the same thing, to ensure that your children do the best they possibly can at TCA. I would like to thank you for your support this year and look forward to working with you again next year.

Yours faithfully

A handwritten signature in blue ink that reads "Anne Hill". The signature is written in a cursive, flowing style.

Anne Hill  
Principal

## Appendix 1; Timings of the New School Day

Time	Break/Lunch	Session
8:30 – 8:50		Tutor Time
8:50 – 10:35	Breakfast 1 8:50 – 9:20 Breakfast 2 9:25 – 9:55 Breakfast 3 10:05 – 10:35	Period 1 (75 mins plus 30 mins breakfast)
10:35 – 11:50		Period 2 (75 mins)
11:50 – 1:45	Lunch 1 11:50 – 12:25 Lunch 2 12:30 – 1:05 Lunch 3 1:10 – 1:45	Period 3 (80 mins plus 35 mins lunch)
1:45 – 2:55		Period 4 (70 mins)
2:55 – 3:50		Session 5 (Mon/Weds/Thurs)

## Appendix 2; Who to contact

Pastoral	Academic
General Enquiries <a href="mailto:office@thomasclarksonacademy.org">office@thomasclarksonacademy.org</a>	Year 7 Raising Standards Leader – Miss Amy Anderson <a href="mailto:aanderson@thomasclarksonacademy.org">aanderson@thomasclarksonacademy.org</a>
Finance Team <a href="mailto:TCFinance@thomasclarksonacademy.org">TCFinance@thomasclarksonacademy.org</a>	Year 8 Raising Standards Leader – Mr Gary Crossley <a href="mailto:gcrossley@thomasclarksonacademy.org">gcrossley@thomasclarksonacademy.org</a>
Student Services for Pastoral Concerns <a href="mailto:studentservices@thomasclarksonacademy.org">studentservices@thomasclarksonacademy.org</a>	Year 9 Raising Standards Leader – Mr Philip Winfield <a href="mailto:pwinfield@thomasclarksonacademy.org">pwinfield@thomasclarksonacademy.org</a>
Safeguarding <a href="mailto:safeguarding@thomasclarksonacademy.org">safeguarding@thomasclarksonacademy.org</a>	Year 10 Raising Standards Leader – Ms Claire Thomas <a href="mailto:cthomas@thomasclarksonacademy.org">cthomas@thomasclarksonacademy.org</a>
SEND <a href="mailto:send@thomasclarksonacademy.org">send@thomasclarksonacademy.org</a>	Head of KS4 – Mrs L Tarsitano <a href="mailto:ltarsitano@thomasclarksonacademy.org">ltarsitano@thomasclarksonacademy.org</a>
	Head of KS3 – Mr Matt Dobbing <a href="mailto:mdobbing@thomasclarksonacademy.org">mdobbing@thomasclarksonacademy.org</a>

## Appendix 3; Being Road Safe

1. **Think** - Find a safe place to cross the road

2. **Stop** - Stand on the pavement near the kerb and make sure that you can see the traffic. **DO NOT** step on to the road

3. **Look** - Look all around you for traffic. Make sure that you listen carefully for traffic that you can't see. Check to your right hand side first, then check to your left and then to your right again before you cross. Beware that some roads, called one way streets, have all of the traffic moving in the same direction. Watch out for bicycles or people on rollerblades. You often don't hear them but they travel very fast.

4. **Wait** - If traffic is coming, let it pass. If you are waiting at a crossing then wait until the cars have stopped or, at pelican, toucan, puffin or Pegasus crossings, the green man shows, before you cross. If you are not at a crossing wait until it is safe to cross.

5. **Look and listen again** -When it is safe and there is no traffic, walk straight across the road. Once the traffic has passed look around again and listen. Keep looking and listening while you cross the road. Watch out for cyclists, motorcyclists and horse riders. Always walk straight across the road, **DO NOT** walk diagonally.

**NEVER** run across the road because you might fall over and you might not get up in time

6. **Arrive alive** - Look and keep looking while you cross the road