

March 2018



Dear Parents/Guardians,

We are now half way through the academic year and it has become apparent that not all students are equipped for learning. It is important that students learn the value of being prepared, ensuring they have a smooth start to their lessons and are able to complete classwork.

As a reminder, all students must have the following equipment for every lesson. We have these items available to purchase from the main reception should that be more convenient:

<b>A blue or black pen</b>	<b>10p</b>
<b>A pink and green highlighter</b>	<b>40p (each)</b>
<b>A purple pen</b>	<b>20p</b>
<b>A ruler</b>	<b>20p</b>
<b>A calculator</b>	<b>£6.25</b>

**In addition, all students from year 7 - 10 who have been issued with an iPad, must have charged it sufficiently to last the school day (when checked in tutor time it should have no less than 80% battery life remaining).** If there is a problem with their iPad, it must be returned to the IT technicians and students will be given a note to show their teachers.

Starting from **Monday 5th March** all tutors will be checking equipment every tutor time. Students without the equipment listed above will have to attend a lunchtime session (that day) with a senior member of staff. **The 'Equipment Check' will be for one week in the first instance**, however if it is successful, we may look to offer this lunchtime session on a more regular basis.

We have made students aware of this check all week through assemblies and tutors. This letter is being made available in advance to allow students, parents or guardians sufficient time to replace any missing equipment. Students in receipt of free school meals will be given a pack of equipment free of charge (this will only include a calculator if students have not been issued one previously).

If there is anything you would like to discuss further, then please do not hesitate to contact me at the school

Many thanks for your continued support.

Jane Alexander  
Associate SLT

