



12 December 2017

Dear Parents/Carers

RE: Arrangements for end of Term 2 and beginning of Term 3.

Please note that school will finish for pupils at 12:20pm on Wednesday 20th December 2017. Pupils will be able to buy food from the restaurant at break time and pupils eligible for a free school meal will be able to obtain this in the usual manner at this time.

Term 3 will start on Thursday 4th January 2018. Pupils are reminded that they need to be on time and ready to learn from 8:35am. Pupils arriving later than this will need to complete a late sanction.

Attendance

Pupil attendance to school is absolutely paramount. All pupils should aim to achieve 100% attendance, however attendance levels under 96% are a cause for concern. Attendance levels below this will have a serious impact on pupils' ability to achieve the best possible grades. Please be reminded that if it is imperative and unavoidable that your son/daughter misses a day of their schooling that you call the absence line informing us of the reason. Failure to contact the school could see the absence as being marked unauthorised and in some cases lead to a penalty notice being issued. On their return to school, pupils will be expected to catch up with any work missed.

Uniform

Please be reminded that we have a strict uniform policy and we expect all pupils to adhere to this fully. In instances where there has been medical direction for alternative footwear to be worn, medical confirmation will be sought. Pupils should wear appropriate school uniform both to and from school. Pupils should not wear any jewellery with the exception of a wrist watch. If other jewellery is seen it will be confiscated. Jewellery and piercings are not acceptable at any time and plasters should not be used to cover these. This all contributes to our view that 'If you look smart, you think smart.'

A number of pupils have borrowed replacement school ties, which are green. For the beginning of Term 3 these will need to be returned and it is expected that pupils should have replacement ties bought in the relevant house colour.

Equipment

It has been increasingly evident that a small minority of pupils are not bringing basic equipment with them to school. We expect all pupils to bring basic equipment, including two pens, a pencil, ruler, rubber and suitably sized school bag. Additional equipment is available to purchase in the school library. Pupils without equipment items will have their conduct card signed.

Pupil safety

The safety and wellbeing of all pupils is of the utmost importance to us. Please read the attached letter regarding online safety for pupils. This is especially important over the school holiday periods. As always, please contact the school with any concerns you may have regarding this.

I would like to take this opportunity in wishing you a very happy and safe Christmas and a wonderful New Year. I look forward to a very successful and positive 2018 for all at The Community College Whitstable. Please look out for the school newsletter next week, with the positive news from terms 1 and 2.

Yours sincerely

Mrs A M Gibson
Headteacher