

12<sup>th</sup> February 2018

Dear Families

I would like to bring to your attention some forthcoming key dates.

- **Friday 16<sup>th</sup> February**

The Academy will close at 15:10 for the half term break. This is a normal school day.

- **Monday 26<sup>th</sup> February**

The start of the new half term. The Academy will open for students at 8:35am. Students will follow week 1 of their timetable.

- **Tuesday 6<sup>th</sup> March – Years 11, 12 and 13 Parents' Afternoon**

Years 11, 12 and 13 Parents' Afternoon. 1:30pm – 6:00pm.

The Academy will close at 12:30pm for all students. Students can purchase lunch at the Academy's restaurant between 12:30pm and 1:00pm.

- **Tuesday 27<sup>th</sup> March – Year 10 Parents' Afternoon**

Year 10 Parents' Afternoon. 1:30pm – 5:00pm.

The Academy will close at 12:30pm for all students. Students can purchase lunch at the Academy's restaurant between 12:30pm and 1:00pm.

- **Thursday 29<sup>th</sup> March – Easter Break**

The Academy will close for the Easter break at midday. This is also a non-uniform day.

- **Monday 16<sup>th</sup> April**

The start of the new term. The Academy will open for students at 8:35am. Students will follow week 2 of their timetable.

- **Revision sessions**

The Academy will run revision sessions during the February half term break and the Easter Break as well as on the following Saturdays:

Saturday 10<sup>th</sup> March

Saturday 24<sup>th</sup> March

Students required to attend these revision sessions will be informed separately.

## **Examinations**

All students must attend the Academy as normal during mock examination periods. Students involved in exams must be in the Academy's theatre by 8:35am for morning exams and by 12:50pm for afternoon exams.

## **Appointments and Interviews**

Can I please ask you to try and ensure, where possible, that all medical and dental appointments are outside of Academy hours?

## **Students cycling to the Academy**

Prior to cycling to the Academy, we ask that parents/carers complete a cycle permit form. A key element of the permit form is that the student wears an appropriate cycle helmet whilst riding their bike to and from the Academy. Can I please ask that parents/carers ensure their child has a helmet and wears it?

## **Free School Meals**

Can I remind families that your son/daughter is eligible for free school meals if you meet any of the following criteria.

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross household income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs)
- Working Tax Credit run-on-paid for 4 weeks after you stop qualifying for Working Tax Credit

Children who get any of the above benefits in their own right (ie they get benefits payments directly, instead of through a parent or guardian) can also get free school meals.

To apply or renew your application for Free School Meals on-line you can:

- Apply on-line at [www.link2ict.org/FSM](http://www.link2ict.org/FSM)
- This is a one off application for your child's whole school career – your eligibility will be checked electronically every week (replacing the need to bring paperwork into the Academy).
- If you need support with completing the on-line application or have any queries, please contact the KESH reception staff on 0121 464 4428.
- You will also find the link on the homepage of the Academy website.

## **Nut allergies**

We have a number of students at our Academy who have been diagnosed as having a nut allergy. As a consequence, I would kindly request, you avoid including nut based products in packed lunches.

## **Closure for severe weather conditions**

As you may be aware, at KESH we make every effort to keep open and put a service in place. If, in the unlikely event, we do make a decision to close we will endeavour to communicate this to you via our website and text. I would ask that you note the decision to close will be made by KESH and not by the local authority or King Edward VI Multi-Academy Trust.

## **Parking when visiting**

When visiting the Academy in your car, you are welcome to bring the car on site through the Sheldon Heath Road entrance. Proceed forward, turn right and use the visitor parking.

## **Water bottles**

The Academy has issued water bottles to all students. Students are expected to use them for water drinks they bring into the Academy.

## **Dropping off and collecting students**

Can I please ask that when dropping off or collecting your sons and daughters, you are mindful of local residents? In particular, can you please not park across drives or block pavements. You might want to consider arranging to pick up your son/daughter at a point away from Kenmure Road. Your cooperation with this matter would be very much appreciated.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John P. Allen', with a long horizontal flourish extending to the right.

John P. Allen  
Principal