

Dear Families

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

- **Friday 21st December**

The Academy will close for the Christmas break at midday. In line with tradition, the Sixth Form will also organise a Christmas Wonderland fair on the day for all students. This is also a non-uniform day.

- **Monday 7th January**

The Academy will open for students at 8.35am. Students will follow week 1 of their timetable.

- **Thursday 10th – Wednesday 23rd January**

External examinations in BTEC courses will take place during these days. Students will be issued with an examination timetable informing them of the dates and times of each exam.

- **Thursday 17th January – Thursday 7th February**

Mock examinations for students in Years 10, 12 and 13; also maths, English and science mocks for students in Year 11. Students will be issued with an examination timetable informing them of the dates and times of each exam.

- **Friday 8th February – Year 11 Progress Day**

Only students in year 11 are expected to attend on the day.

- **Friday 15th February**

Students in years 7 and 11 will have their form and year group photos taken in the course of the day. This is a normal school day for all students.

The Academy will close for the half term break at 3pm.

- **Monday 25th February**

The Academy will open for students at 8.35am. Students will follow week 1 of their timetable.

Revision sessions

The Academy will run revision sessions during the Easter Break and the May Half Term break as well as on the following Saturdays:

Saturday 9th February
Saturday 9th March
Saturday 23rd March
Saturday 30th March
Saturday 6th April
Saturday 11th May
Saturday 18th May
Saturday 8th June
Saturday 15th June
Saturday 22nd June

Students required to attend these revision sessions will be informed separately; students can also check on display boards by the restaurant which revision sessions they are required to attend.

Examinations

All students must attend the Academy as normal during 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 that you make every effort to arrange these outside of Academy hours?

Unauthorised Absence

The Academy is unable to approve requests for holiday during term time, the Department of Education guidance on this matter is very clear. Consequently such absence will be unauthorised.

Students cycling to the Academy

Prior to cycling to the Academy, we ask that parents/carers complete a cycle permit form; we cannot allow any bicycles on site without a completed 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're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

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
- 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.

Water

As you will be aware from previous letters, the only drink allowed on site is water. Water can be purchased and consumed in the Academy restaurant. Students can also fill their reusable bottles (not those purchased with water in) at various locations in the Academy. Students will be able to buy, at cost price, reusable bottles from the Academy.

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. Please can you avoid parking on residential streets.

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.

House Points

Since September we have had a significant and substantial increase in the number of house points and rewards that have been issued. This is a fantastic effort by the students and to be applauded. We look forward to the trend continuing.

Yours sincerely

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

John P. Allen
Principal