

27th May 2016

JSN/CPs/Key points

Dear Parent/ Carer

As we approach the final module of this academic year we write to remind you of a few key points to ensure the safety and well-being of your child at the start and end of the Academy day.

Students are required to be in the Academy at 8:20 am for lessons and learning to start promptly at 8:30 am. Late arrival to a lesson means that the learning for the whole class is interrupted. If we were to add up 20 minutes late a day, over a week this would be a hundred minutes of missed learning, over a module sixty hours missed, over a year this would equate to 45 days of learning missed that year and an average decrease in achievement by one grade at the end of the Key Stage.

Students who arrive in the Academy after 8:30 am will be required to sign in with their Student Service Manager in main reception and will be given a 20 minute detention at break time on the same day, which will take place in an allocated room in College supervised by the Student Service Manager. If the student fails to attend the detention and/or has another late detention in the same week then the consequence will increase to a one hour detention at 3.30 pm on Friday, supervised by their College Vice Principal.

At The Leigh Academy we are proud to offer our students the opportunity to work on site after lessons finish at 3.40pm however, we would like to remind you of our expectations for these sessions. Students should be working on their own College first floor plaza, unless they are supervised by a member of staff, in which case they can be in specialist areas. Students must leave the site by 5.00 pm on Monday, Tuesday, and Thursday and 4.30 pm on Friday. On Wednesday all students must leave the site at 2.00 pm unless an arrangement has been made between Parents/Carers and College Leadership Teams.

We have regular assemblies and PSHCRE sessions on road safety and we do our best to remind students how to travel safely to and from the Academy. Please support us in this by speaking to your child to emphasise the importance of crossing the road sensibly at the crossing provided, using the underground subway or bridge rather than the road.

I would also like to remind you that when your child travels to and from the Academy in uniform they are ambassadors of the Leigh Academy and we regularly receive feedback both positive and negative from members of the public regarding the conduct of our students in the local community.

A final reminder that students are allowed to bring mobile phones onto the Academy site, but they are only permitted to use them at break and lunch times in the restaurant or outside. Mobile phones should be on silent/switched off during lessons. If mobile phones are used inappropriately and/or are interrupting the learning, they will be confiscated and held at main reception for a Parent/Carer to collect at the end of the Academy day.

Thank you in advance for your support.


Yours faithfully



Sharon waterman
Trust Principal



Julia Collins
Chaucer & Darwin College



Faye McGill
Brunel & Da Vinci College