

# THE LEIGH ACADEMY



Monday 5<sup>th</sup> November 2018

JCO/DFI/Communication & Safety

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Principal: Mrs Julia Collins

Dear Parent/Carer

As we approach the start of Module 2, I write to thank you for all your support throughout Module 1. We have had a Parents' Information Evening for every year group, as well as Parent/Tutor or teacher appointments for Years 7, 11 and 13.

I would like to thank you all for your attendance at these events as the communication and partnerships between home and the Academy is so important in ensuring the ongoing success of your child's educational journey at The Leigh Academy.

A few reminders to ensure that Module 2 is as successful and ensure the safeguarding of our young people.;

- ❖ Car park - A reminder that our car park has a one-way system in place and a maximum speed limit of 5 mph. Please can all parents/carers bear this in mind when collecting or dropping off their child(ren) as the car park can become very busy and we must work together to ensure all students are safe on site.
- ❖ From Monday 5<sup>th</sup> November, the main reception at The Leigh Academy will be staffed from 7.30am until 4.30pm each day. Students can be in the building during these times Monday to Friday. If they wish to remain in school after 4.30pm then they must be supervised by a member of staff.
- ❖ A reminder that all visitors whether parents/carers, ex-students or others must sign in at main reception, wear a lanyard and wait at main reception to be collected by the member of staff they are meeting. Where possible appointments should be made in advance. There are senior members of staff on duty at main reception from 8.00am to 8.30am each day.

A reminder that The Leigh Academy Parents' Group meets every six weeks, and is an opportunity for parents to meet and discuss general topics related to the Academy for example, homework, behaviour, uniform and clubs. The next meeting is on Monday 19<sup>th</sup> November at 6.30pm and all parents/carers are welcome.

Yours faithfully

Julia Collins

Principal



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