

Dear Parent/Carer,

### **Last Day of Term at The Oxford Academy**

I write to inform you about the arrangements for Friday 16 December 2011.

The Academy is due to close at 1pm on the last day of term. Students should attend in full school uniform and attend lessons during periods 1 and 2 as normal.

**11:45** - Years 10, 11, 12 & 13 will attend a Christmas assembly, and will leave the Academy site at 12:15pm.

**12:15** - Years 7, 8 & 9 will attend a Christmas assembly, and will leave the Academy site at 12:45pm

Please make arrangements for your son/daughter to be supervised from these times.

I would like to take this opportunity to cover some key issues in preparation for the start of next term.

### **A Change to the Law**

I need to make you aware that the new Education Act, which became law on 15 November 2011, has removed the requirement for schools and academies to provide 24 hours notice before issuing a detention. Parents will, however, always be notified should a student be placed in an after-school detention.

### **Uniform**

Uniform and attendance both become more challenging in the winter months as the cold weather sets in and students feel the need to wear extra layers and are more susceptible to illness.

Our uniform policy is clear:-

**Boys**

Black blazer (with Academy badge)  
Black trousers  
White shirt  
Tie  
V-neck blue jumper (with Academy badge)  
  
Black shoes not trainers

**Girls**

Black blazer (with Academy badge)  
Black trousers or black skirt  
White shirt  
Tie  
V-neck blue jumper (with Academy badge)  
  
Black shoes not trainers or heels

Please note that footwear must be shoes not trainers or canvas pumps.

**Attendance**

The link between attendance and attainment at school is well known. If your son/daughter is not in school, they will fall behind in their lessons and have gaps in their knowledge and understanding. This has a huge impact on their grades for example most of the students who miss the equivalent of 3 days a term will not achieve their potential at GCSE level. Can I therefore remind you of your legal responsibility to ensure that your son/daughter attends the Academy unless they are genuinely too ill to do so and that they should arrive by 08:40am in time to begin the Academy day at 08:45am.

**Parent Forum**

The next Parent Forum will take place on Wednesday 14<sup>th</sup> December at 6pm and will include a presentation about how to encourage your son/daughter to use the internet in a safe manner. Please join us if you can, this is an informal opportunity for parents to spend some time in the Academy, meet key members of staff and find out about different ways in which we can work together to support your son/daughter

Finally, we would like to take this opportunity to wish you a peaceful Christmas and successful New Year and we look forward to welcoming students back to the Academy on Wednesday 4 January 2012.at 8.40 am

Kind regards,



**Mike Reading**  
Principal