



Dear Parent/Carers

Thank you to all parents/carers for your continuing positive wishes to me, to Sue Jones, your incoming substantive Principal and the staff here at Charles Read Academy. You should have received an update on students' performance in assessments for AP1 in recent weeks and there will be an update very shortly on performance from the Year 11 Mocks and class teachers' assessments of students' performance in Years 7-10. Parents/carers will be aware that schools are only required to report on students' progress once annually. The Trust currently requires academies to report progress data on students at least five times per year.

Year 11 Rotary Interviews

As in previous years, we are delighted to welcome members of the Rotary Club in the week beginning 10 December, who will be holding interviews with our Year 11 students. This is part of our Careers Education Advice and Guidance package at Charles Read Academy, helping to support our students as they prepare for interviews for Sixth Form Colleges, Schools and Apprenticeship Courses.

Christmas Jumper Day

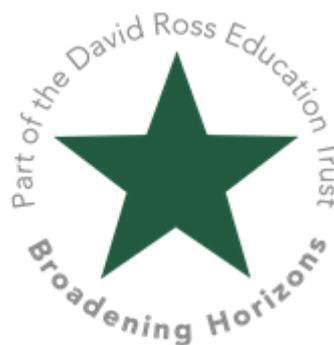
Our ASDAN students are organising a Christmas Jumper Day on Friday 14 December. On this day all students (and staff!) will be able to wear a Christmas jumper over the top of their uniform – so instead of a blazer, but regular uniform trousers, skirts, shirts and ties. The fee will be £2.00 per student and member of staff - £1.00 goes to the students' choice of charity, Save the Children and the other £1.00 goes to the David Ross Inspiration Fund.

School Closure – Adverse Weather

Please ensure in these winter months that you keep a lookout for any school closures that may have to take place, due to adverse weather. We would ensure that a MyEd message was sent out as soon as possible, once a closure decision has been made. We also advise BBC Radio Lincolnshire and Radio Rutland of any closures, so please also tune in to these radio stations in periods of poor weather.

Changes to the Academy's Attendance & Registration Policy

Our Governing Body has approved a revised Attendance & Registration policy for the Academy, which takes effect immediately. It is available from our Academy website for parents/carers to download but the most significant change which will impact the students is at p.3, paragraph 4.4 and Appendix 2 – namely:



4.4 Students who have poor attendance records (below 90%) and/or significant poor behaviour records, with significant time lost to Remove, Fixed Term Exclusions or Detentions, will not be given permission to attend or selected to participate in external events such as Winter Cup, Spring Cup, etc.

4.5 Any PA students whose attendance falls below 90%, their parents may be subject to an Action Plan. The plan may include: allocation of additional support through the School Nurse, Parent Support Adviser or Local Authority Education Welfare Officer. The academy may also use circle time, individual incentive programmes, individual targets and participation in group activities around raising attendance.

Students with low attendance and/or poor behaviour record attending trips/visits/events during school time

In order to ensure that we are able to support students academically, who have low attendance or poor behaviour record, there may be times that special permission will need to be granted to excuse them from lessons. If there is low attendance or poor behaviour record, there is the following procedure to apply:

For educational trips/visits/events/opportunities which do not impact on educational courses:

1. If the student has attendance between 90% and 100%, and/or a significantly negative behaviour record, they will be usually be allowed to attend. Work missed must be caught up by the student prior to the next lesson.
2. If the student has attendance below 90%, and/or a significantly negative behaviour record, approval will not be given.

For educational trips/visits/events/opportunities which are required to complete courses (e.g. field trips to gather data):

1. If the student has attendance between 90% and 100% and/or a significantly negative behaviour record, they will be allowed to attend. Work missed must be caught up by the student prior to the next lesson.
2. If the student has attendance below 90% and/or a significantly negative behaviour record, approval will need to be given by a member of SLT.

This means that students with attendance below 90% and/or who have a significantly negative behaviour record, will not be eligible to attend educational trips, visits, events, opportunities e.g. Spring Cup, Summer Cup.



Students' attendance will be monitored for the term (big term, e.g. Terms 3 and 4 together, Terms 5 and 6 together), and any potential trips, visits, events, etc in that term would be at risk. However, students WILL be eligible again at the start of the next big term.

Key Dates for your Diary

Friday 7 December 2018

PSHE Dropdown Day 1

Monday 17 December 2018

Student Progress Morning

Thursday 20 December 2018

School breaks up for Christmas holidays

Monday 7 January 2019

School re-opens to all students

Thursday 17 January 2019

Year 9 Parents' Evening

Thursday 31 January 2019

Year 9 Study Skills Evening

Thursday 14 February 2019

Year 8 Parents' Evening

Friday 15 February 2019

School breaks up for Half-Term

Monday 25 February 2019

School re-opens to all students

Many thanks for your continued support as we work together to maximise the students' opportunities and success at Charles Read Academy.

Yours sincerely

Heather Scott
Interim Principal