



Blue Coat Church of England Academy

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Principal: Mr D Smith
Headteacher: Ms V Owen

19th October 2022

Dear Parents / Carer

As we approach half term, I am writing to remind you that students break up at normal time on Thursday 20th October 2022 and return as normal at 8.40a.m. on Monday 31st October 2022. Students are not in school on Friday 21st October 2022 as this is a staff training day.

Attendance

We are proud of the high attendance rates achieved by most of our students. Many parents are aware that missed time can impact on student grades and will lead to them falling behind others in the classroom. Any student who falls below 90% attendance this term may be contacted for a meeting, in order to address this issue. Blue Coat Church of England Academy wants every student to have the best start in life and every day in school counts. Please ensure that all students attend school and achieve the expected attendance of at least 95% or more.

P.E. Uniform

We have been advised that there will be an increase in prices on new orders of the P.E. uniform from our supplier, which will, in turn, result in an increase in the prices we need to charge in the future. We do have some stock in school and so expect to be able to maintain the current prices for all items of P.E. kit until at least 31st December 2022. We will let you know when new prices come into effect.

School Telephone System

Over recent weeks we have been working on a strategy to improve the service for anyone contacting the school by telephone. Unfortunately the existing set-up means that the line will ring out when the receptionist is on another call. Shortly after half term, there will be a new menu when you call into school with a wider range of options which will hopefully allow calls to be directed more effectively. When staff are not available or engaged on another call, you will be asked to leave a message and someone will call you back. Please make sure that you leave the information requested to allow us to respond to your call as efficiently as possible.

Yours faithfully

Ms V Owen
Headteacher

