



2nd September 2016

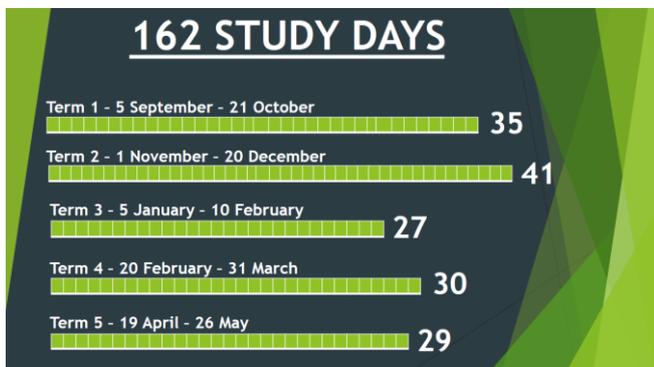
Dear Parent,

I would like to take this opportunity of introducing myself to you as I will be your son / daughter Head of year and providing them with career and pastoral support.

We like to keep parents informed by a Year 11 Parent Bulletin published fortnightly via schoolcomms. It will contain relevant information from subject teachers (when necessary) for example: after school catch up sessions, public exams, revision sessions etc. I will also use this media to promote careers events, job / apprenticeship opportunities, Year 11 celebratory events etc.

As I explained to students there are only 162 study days in year 11 as they will start their study leave at the end of May. Below is a breakdown of the number of days for Year 11 per term.

Punctuality, behaviour and how students apply themselves to their learning is critical for students to achieve the best of their ability. This will also put them in good stead to have a variety of options to choose from when considering their future plans. Equally the above data is **ALWAYS** requested when we are asked for a reference by an Employer a Further Education Institution or Training Provider.



97% is the attendance target for all our CCS students which reflects our local authority guidance. We do monitor students attendance weekly and Mrs Glover (Attendance Administrator) will contact you if she is not notified of a student's absence.

Please note if she **does not receive notification of your child's absence she will need medical evidence:**

If your child has been absent for 5 days or more she will need one of the following:

- A prescription
- An appointment slip, card or letter

If your child has been absent for 10 days or more she will need one of the following:

- A Fit note
- A certified letter from a medical practitioner
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Please do not hesitate to contact your son / daughter's tutor (where necessary) if there is a medical or personal issue as it may have an impact on their attendance as well as on their focus on their learning. By us understanding a situation we can work together to support students and where relevant put in place the right

interventions to help them. Please feel assured that we will endeavour to manage the situation in a sensitive and confidential manner.

Throughout year 11, we want to build student's self-confidence by recognising their success and achievements. Equally we want students to continue developing their independent learning skills which will mean them taking time to reflect on their learning and identifying what they need to do differently and formulate personal action plans to make the necessary changes.

It is important for students to listen and put in place the guidance from their subject teachers and mentors to achieve the best of their ability. We want to spend the time supporting students with their development rather than on spending unnecessary time addressing continuous:

- Poor behaviour
- Poor attendance
- Punctuality
- Uniform and mobile phone infringements

and would welcome your support and involvement if we do have to address one of the above bullet points.

Below is a current calendar of events for Year 11s:

<u>YEAR 11 CALENDAR OF EVENTS</u>	
▶ YEAR 11 VISIT TO MOULTON COLLEGE	21 SEPTEMBER X BAND
▶ INDIVIDUAL PHOTOGRAPHS	22 SEPTEMBER 2016
▶ YEAR 11 VISIT TO MOULTON COLLEGE	22 SEPTEMBER Y BAND
▶ YEAR 11 VISIT TO NORTHAMPTON COLLEGE	28 SEPTEMBER X BAND
▶ VISIT TO THE UNIVERSITY OF NORTHAMPTON	04 OCTOBER 2016
▶ YEAR 9 & 11 CAREERS CONVENTION	12 OCTOBER 2016
▶ YEAR 11 VISIT TO NORTHAMPTON COLLEGE	13 OCTOBER Y BAND
▶ YEAR 11 INTERVIEWING SKILLS DAY	19 OCTOBER 2016

<u>YEAR 11 CALENDAR OF EVENTS</u>	
▶ E-SAFETY PRESENTATIONS ALL DAY YR7-6 TH FORM	09 NOVEMBER 2016
▶ SIXTH FORM OPTIONS EVENING	15 NOVEMBER 2016
▶ YEAR 11 PRE PUBLIC EXAMS	05 - 9 DECEMBER 2016
▶ YEAR 11 PPE SHAKESPEARE EXAM	09 JAN - DATE TBC
▶ YEAR 11 PARENTS EVENING	19 JANUARY 2017
▶ ENGLISH AND MATHS PPE EXAMS	END OF FEB - MAR
▶ YEARGROUP PHOTOGRAPH	21 APRIL 2017
▶ YEAR 11 STUDY LEAVE	26 MAY 2017
▶ LEAVERS MORNING	TBC
▶ YEAR 11 PROM	29 JUNE 2017
▶ NATIONAL CITIZEN SERVICE	TBC

Further information will be sent to you about individual calendar events. Please do not hesitate to contact me if you have any further questions.

Yours faithfully,

Jenny Blaize
Head of Year 11