

MBO/LHO/Heads PA/Letters/End of Summer Term
18th July 2023

Dear Parents / Carers

End of Summer Term Arrangements and September Re-opening Arrangements

As we approach the end of the Summer Term and the academic year, I am writing to inform you of our end of term arrangements. The academy will close for all students on **Friday 21st July at 12.30pm**. Please remind your child that they must leave the site immediately and return straight home.

If your child is eligible for Free School Meals and would like a packed lunch on Friday 21st July, please email enquiry@winifredholtbyacademy.com, clearly stating your child's name, Year Group and sandwich preference no later than 4pm on Wednesday 19th July. They will be provided with a grab bag packed lunch that they can collect as they leave the academy.

September Re-opening Arrangements

As in previous years, we will be operating a phased return in September in order to ensure that we can provide an opportunity for our new Year 7 students to settle into the academy and familiarise themselves with the building. The arrangements for the phased return of students are as follows:

Monday 4th September - Staff Training Day

Academy **closed** to all students

Year Group	Monday 4 th September	Tuesday 5 th September	Wednesday 6 th September	Thursday 7 th September	Friday 8 th September
7	Closed Staff Training Day	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm
8	Closed Staff Training Day	Arrive 9.50-10am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm
9	Closed Staff Training Day	Arrive 10.50-11am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm
10	Closed Staff Training Day	Do not Attend. Work will be posted on Microsoft Teams for completion at home	Arrive for 8.50am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm
11	Closed Staff Training Day	Do not Attend. Work will be posted on Microsoft Teams for completion at home	Arrive for 9.10am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm	Arrive for 8.20am Leave at 3.05pm

Timings of the school day

We have made some adjustments to the timings of the school day to enable us to improve two aspects of the academy day. The overall start and end times remain unchanged. Students should be at school for 8.20am for the start of lesson 1 at 8.30am and the normal academy day will end at 3.05pm. Gates will open at 8.10am.

- Both lunch sessions will now be completed by 1pm allowing our students to eat earlier in the day.
- We will be having tutor session in the middle of the day for a pastoral check-in and review.

Lesson 1 will start at 8.30am, any student arriving after this time will not be permitted to disrupt learning in the classrooms. They will be held downstairs, provided with core skills work and will be issued a 1 hour same day detention to catch up on the missed learning from the first hour. I hope you can appreciate that turning up to lessons late is disruptive to the other students in the classes who have arrived to school on time. This strategy is to strongly encourage students to get to school on time and stop interruptions to lessons due to lateness.

Uniform Expectations

All students will be required to comply fully with our dress code and uniform policy when they return to us in September. A full copy of our Uniform Policy can be found on our website. Uniform will be checked on the gate and again on the doors into the academy. Any student who is not in correct academy uniform will be asked to return home and rectify this before entering the academy.

Shirt and tie

Uniform Expectations

- White shirt;- can be long sleeved or short sleeved
- Academy tie; -one tie provided by the Academy, every year group is different



If you need a replacement tie they can be purchased directly from Rawcliffes or from the Arbor App.

Skirts and Trousers

We have seen an increase in the number of students wearing very short stretchy tube skirts. This causes conflict that is unnecessary so please do not buy them as they are not allowed. See the graphic below for the skirts that are acceptable.

Uniform Expectations



- Black Trousers- smart school trousers, not jeans, not jeggings, not combat trousers not leggings
- Black Skirt –a tailored black skirt. Not stretchy, not a tube skirt and not too short. If a skirt is worn it should rest on the knee.



School Shoes

Please see examples of the acceptable shoes above. No other shoe is acceptable. We understand that children will try to flex the rules by telling you that other items are acceptable but they are not.

Uniform Expectations



- Shoes need to be plain black. Black trainers are NOT acceptable.



Blazers and Jumpers

All students must wear their blazer whilst in the academy unless permission has been given by a member of staff to remove it. Blazers must be on before students come through the doors and all outdoor clothing must be removed. When we have incidents of very wet or very cold weather we make arrangements for students to remove their outdoor clothing just inside the academy. Any jumpers that are worn must be Winifred Holtby Academy jumpers as shown below.

Uniform Expectations

- Academy Blazer with badge
- Academy Jumper with badge



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Jewellery and Makeup

Please see information in the graphic below. If your child has plans for a facial piercing over the Summer please make sure it is done in plenty of time to be removed before 5th September. Facial piercings must be removed before a student enters the academy site.

Jewellery and makeup

- Facial piercings are NOT allowed- this includes retainers.
- One small pair of ear-rings is allowed
- One ring is allowed
- A watch may be worn
- Any makeup worn needs to look natural, no false nails or false eyelashes are to be worn.



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All of our staff spend a disproportionate amount of time dealing with incidents where students are not in the correct uniform. This takes away the time that should be spent on learning and pastoral care. Please can you check the policy and notes above before purchasing uniform and we will start the next academic year without too many issues.

Home School Communication and Payments

Our favoured method of communication is via the ARBOR APP. If you have any issues downloading it or logging into it please contact us. You can track your child throughout the day and how they are getting on. The live registers will tell you exactly where your child is, how many achievement points they are getting in lessons and if sanctions are issued. Our online payment system including lunch money will be on the ARBOR APP and all of our communication will be through here.

TCAT mobile phone policy September 2023

As previously communicated TCAT are implementing a trust wide mobile phone ban on each of their school sites. Mobile phones must be turned off and placed in school bags before entering the school grounds and must remain there until a student leaves the grounds. Please see the letter sent previously that included the full details.

We have had an incredibly successful year at Winifred Holtby Academy and we are all looking forwards to continuing to build on these successes. I would like to take this opportunity to thank all parents and carers for their support throughout the year. In addition, I would also like to thank our dedicated team of staff who, as ever, have all worked incredibly hard this year.

Finally, I would like to wish you all a safe and enjoyable summer and look forward to seeing everyone when we return in September.

Yours sincerely



Mr M Brown
Headteacher