



KING EDWARD VI SCHOOL LICHFIELD

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Headteacher: Ms J Rutherford BA (Hons)

16 July 2024

## **End of Year letter July 2024**

Dear Parents and Carers,

As we approach the end of another successful academic year, we wanted to take this opportunity to thank you for your continued support and collaboration. The year has been filled with many highlights including some wonderful excursions abroad; sporting triumphs and exciting productions to name but a few.

### **A message from Mr Whitehurst**

This has been a momentous year for Y7 students. Back in September they arrived at KES, fresh faced, a little nervous but definitely ready for the big new challenge of adapting to life at, 'The Big School.' It's fair to say that they have risen to this challenge brilliantly.

In the first two weeks of term each Y7 form would normally have a Learning Support Assistant with them every lesson for two weeks to help them find their way around and be there to support them settling into school routines. Not so with this Year 7. After just a week they all knew where to go and, on the whole, seemed to have settled in really comfortably. The signs were clearly very positive.

As the year has progressed staff who teach Y7 have reported how polite, motivated, and friendly Y7 are as individuals and as a year group as a whole. This has culminated in individual Y7 students, along with the year group as a whole gaining record numbers of positive logs on Go 4 Schools. This has been wonderful to see, and we very much hope that this positive trajectory continues for this lovely year group.

In addition to this, having been encouraged from the very start to throw themselves into extra-curricular activities Y7 have also been amazing at doing this. It has been fantastic to see so many Y7 students take part in sports teams, musical groups, the 'Oliver' production, the Christmas Fayre, the Summer Festival, Open evening as ambassadors, Library helpers, Chess Club, Science Club, Art Club, the Cheerleading team and numerous House events. Students who have taken part in these activities have gained a huge amount from them and the next academic year will offer even more opportunities. We will continue to encourage all students to enrich their personal development by taking part in extra-curricular activities and encourage any who haven't been involved so far to try something new and enjoy what is on offer. It really is a case of the more you put in the more you get out.

For a small number of Y7 students the transition to KES has offered bigger challenges but form tutors and other supporting staff have worked incredibly hard to try to ensure that issues have been addressed and solutions have been found in a sensitive and helpful manner. The on-going support of parents and carers, in partnership with staff at KES has been crucial in this and we will continue to work tirelessly with all students, parents and carers to ensure that each individual student has a positive school experience. We would like to say a huge thankyou to all parents and carers for their support of students and ourselves over the past academic year and hope that this continues as positive collaborations.

Finally, as individuals and the year group move forward to the next phase of their experience here at KES it is important that they spend some time over the summer break reflecting on their positive achievements from this school year, the progress they have made and their new friendships. It is important that before they return in September they set themselves measurable, achievable but challenging targets to work towards next year. In addition to this it is important for them to reflect on themselves as members of the school community and as young citizens moving forward. As they are encouraged to think each week, 'Work hard and be nice to people.'

We wish all Y7 students, their families and carers a safe, restful and enjoyable summer break and look forward to a really positive and fulfilling year 8.

In preparation for the new school year would like to draw your attention to a few items that will allow for a positive start in September and ensure you have some key information in one place:

### **Student Induction Day**

All students will return to school on **Wednesday 4<sup>th</sup> September 2024** for an induction day. Each year group will have a bespoke set of activities tailored to their particular needs. The induction day will focus on developing the key skills that students in each year group will require in order to be successful in their forthcoming year of studies.

In order to provide our new Year 7 students with a less congested start and finish to their first day in school, we will be staggering the timetable for other year groups. Students must go to Bader Dining Room if they have to arrive early or wait for transport at the end of the day.

Here are the timings of the day (more detailed information will be sent out to students via Satchel One):

<b>YEAR GROUP</b>	<b>START</b>	<b>FINISH</b>
YEAR 7	08:50	15:15
YEAR 8	09:10	14:45
YEAR 9	09:40	14:45
YEAR 10	10:10	14:15
YEAR 11	10:10	13:45
YEAR 12	08:50	15:15
YEAR 13	09:40	12:30

From Thursday 5<sup>th</sup> September 2024, all students should be on site for 8.45am and finish at 3.15pm, which are the timings of our normal school day.

### **Mobile Phones**

In line with recent DFE Guidance, [Mobile phones in schools - GOV.UK \(www.gov.uk\)](https://www.gov.uk) Students in Years 7-11 are not permitted to use mobile phones during the school day. We appreciate that parents and carers may wish students to have their phones for the journey to and from school. From 8.45am – 3.15pm phones should not be *seen or heard* and must be *turned off and kept in bags*. Students are not therefore permitted to use their phone to look at their timetable or to find out the time. We advise that students keep a copy of their timetable in their planner or bag and that they wear an inexpensive wristwatch to school. Students who persistently break this rule will have their phone confiscated and parents/carers will need to collect this from main reception after the end of the school day.

## Uniform

To assist parents and carers in ensuring students have the correct uniform for September, please view our guidance on the school website [Uniform - King Edward VI \(keslichfield.org.uk\)](http://keslichfield.org.uk). We would ask all parents and carers to check that items of uniform are in line with our expectations. Please pay particular attention to the guidelines regarding skirts, trousers and footwear, to ensure that your purchases meet the criteria set by the school.

## Equipment

As part of our commitment to ensuring the highest standards, each student should have a pencil case containing basic equipment to support their learning and examinations. The school information pack and posters in classrooms state that all students should have at least:

- Two pens
- A different colour pen
- Pencil
- Ruler
- Highlighter
- Glue stick
- Mathematical equipment e.g. calculator

Desirable items include:

- Eraser and sharpener
- Small school safety scissors

## Attendance & Punctuality

All students must be on site by 8.45am for an 8.50am prompt start to tutor time (registration.) The Johnson gates will automatically close at 8.45am. Students should therefore ensure they are on site in good time. Regular and punctual attendance at school is not only a legal requirement but helps to ensure that students are able to make the most of their educational experience, realise their full potential and get the best possible start to their adult life. If your child is too ill to attend school, a parent/carer should contact school **via text on 07860 034183 before 8.30am** on the first day of absence and leave the following details:

- Student name
- Tutor group
- A brief reason for the absence
- Estimated length of absence

If your child's attendance falls below our minimum expected target of 96% throughout the year, we will contact you in line with our whole school attendance strategy to offer support.

## Leave of Absence

Leave of absence refers to any pre-planned absence from school (part lesson, lesson, full or part day) that is for a reason other than one related to time off for medical appointments or illness. Leave of absence should be applied for by completing the online form at least 5 days in advance of the absence and a separate form should be completed for each student. A formal response will be sent to parents/carers. Please note that absences for holidays are **not** marked as authorised absences.

For external music exams organised by the school's peripatetic music teachers, a Leave of Absence form is not required. In these cases, please text the school to give advance notification on 07860 034183 and supply proof of the music exams via [attendance@keslichfield.org.uk](mailto:attendance@keslichfield.org.uk).

Information regarding attendance and the Leave of Absence form can be found here [Attendance - King Edward VI \(keslichfield.org.uk\)](#). Please note, absences for holidays are not authorised.

We hope that you and your families have a lovely Summer and a restful break, and we look forward to welcoming your child back into school for the start of the new academic year on Wednesday 4<sup>th</sup> September 2024.

Yours sincerely,



Mr J Whitehurst  
Achievement Leader

Mrs L Hurn  
Deputy Headteacher

Miss K Hinz  
Assistant Headteacher - Inclusion