

# Aylesford School

## and Sixth Form College



wonder aspiration respect discipline

12 September 2018

Dear Parents/Guardians

### Welcome to Year 10

I will continue to be your child's Head of Student Progress and look forward to continuing my support to your child through their academic studies. I have high expectations of all the students and look forward to seeing them rise to the challenge of starting their GCSE studies. I want to take this opportunity to remind you of a few things to ensure all students are best equipped for the year ahead and if at any point during the year you need to discuss these, please feel free to contact the school.

### Leave of absence during term time

Please read the attached letter with regard to leave of absence.

### Absence

If your child is unable to attend school please make sure you telephone the school office before 10.00am on the day they are ill and every subsequent day.

You can call the School on 01926 747100, select option 1 'To report a child's absence', then select option 1 again for Aylesford Secondary and Sixth Form college.

Please leave a message on the attendance line, including the name of your child, their tutor group, the reason for absence and who is reporting the absence i.e. Mum/Dad/Nan etc. This will then be picked up by the attendance team. Alternatively you can Email [attendance@aylesford-elearning.net](mailto:attendance@aylesford-elearning.net)

A note should then be sent into school on the first day of their return explaining their absence.

### Leaving the school premises

- **Lunchtime arrangements**  
Students are only allowed to leave school at lunch time if they are going home for lunch. Your child must have a lunchtime authorisation letter signed by their parent/guardian and a lunch pass signed by myself.
- **Doctor and Dentist appointments**  
Students will **only** be allowed to leave school for doctor and dentist appointments if they have either an appointment card or a letter from their parent or guardian. Students must sign out of school before leaving for these appointments, and sign in again when they return, at Student Services.

### Homework

All homework is set via 'Show My Homework' and you can check your child's homework using the app. If you have not yet logged on, please go to the 'Show My Homework' website and log on using the details which were provided in Year 9. If you no longer have your pin number or have forgotten the password please contact your child's tutor, myself or Mrs Scopes who will be happy to help.

**'from potential to reality'**

Tapping Way, Warwick, Warwickshire, CV34 6XR

**Tel:** 01926 747100 **Fax:** 01926 494194 **Email:** [office@aylesford-elearning.net](mailto:office@aylesford-elearning.net) **Web:** [www.aylesfordschool.org.uk](http://www.aylesfordschool.org.uk)

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**Headteacher: Steven Hall BSc MA**

### **Appearance of students**

Please reinforce the importance of uniform and looking neat and tidy at all times during the school day, including the journey to and from school.

A reminder that Students school shoes should be plain black, faux leather or a leather shoe with no insignia or sports emblem on. Additionally we expect no unusual haircuts, as a rule of thumb hair **should not be shorter than a number 2 on the clippers**. Please see New Parents' Handbook for greater information regarding general uniform.

### **Contact and medical details**

Please inform the school immediately by way of letter or Email [office@aylesford-elearning.net](mailto:office@aylesford-elearning.net) if any contact or medical details change, it is especially important that we are kept up to date with emergency contact telephone numbers and a home address. If you give a mobile number please make sure it is kept on during the day.

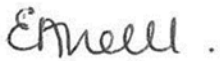
Attached to this letter are some key dates for the year and the Homework Timetable for Year 10. It is suggested that 45 minutes is needed for each piece of homework and homework will become a vital part of cementing new knowledge gained at school. The Library is open daily should students need a quiet space to complete their work and Tutors and myself will work hard to promote the continuing importance of this.

During this year all students in year 10 will be participating in a new Learning mindset programme. This will help them develop their study skills which are vital for preparing them for GCSE. The programme aims to begin later this term during tutor time. We would like to encourage you in supporting your child over the next two years and this programme will be of benefit.

I hope you have found the above information useful and if there is anything I have not covered or if you have any further questions, please do not hesitate to contact me or your child's tutor. You will also find a great deal of useful information on the Aylesford School website at [www.aylesford-elearning.net](http://www.aylesford-elearning.net).

I hope that we all have a very successful, productive and happy year.

Yours sincerely



Mrs Elizabeth Keell  
Head of Student Progress, Year 10

## Year 10 Key Dates

Date	Activity
Friday 28 <sup>th</sup> September	Teacher Training Day – No Students to attend School.
Thursday 4 <sup>th</sup> October	Awards Evening
Friday 5 <sup>th</sup> October	Sponsored Walk
Thursday 18 <sup>th</sup> October	Learning Support Parents' Evening
<b>HALF TERM (break up on 26<sup>th</sup> October)</b>	
Thursday 8 <sup>th</sup> November	Year 10 Homelink
Week beg 10 <sup>th</sup> December	Track Point 1 data is gathered for Year 10
Thursday 13 <sup>TH</sup> December	Christmas Concert
<b>CHRISTMAS HOLIDAYS (break up on 21<sup>st</sup> December)</b>	
Monday 7 <sup>th</sup> January	Teacher training day
25 <sup>th</sup> -27 <sup>TH</sup> January	School Production
Week beg 4 <sup>th</sup> February	Track Point 2 Data is gathered for Year 10
15 <sup>th</sup> February	Year 10 Enterprise Day
<b>HALF TERM (break up on 15<sup>h</sup> February)</b>	
Thursday 28 <sup>th</sup> February	Year 10 Parents Evening
Thursday 14 <sup>th</sup> March	Spring concert
Wednesday 27 <sup>th</sup> March	Ethics Trip Holocaust Memorial Centre
<b>EASTER HOLIDAYS (break up on 12<sup>th</sup> April)</b>	
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Monday 6 <sup>th</sup> May	Bank holiday
<b>HALF TERM (break up on 24<sup>th</sup> May)</b>	
Week Beginning June 24 <sup>th</sup> Friday July 19 <sup>th</sup>	Track Point 3 Data is gathered for Year 10 End of Term