

To: Parents/Carers of students at
Foxford Community School

Tuesday, 18 December 2018

Dear Parent/Carer

Thank you very much for all of your support this term. I write to you at the start of our final week of term which in itself will bring together a set of very mixed emotions. We are not only preparing for our festivities at school as we lead up to Christmas, but also the funeral of one of our students.

The funeral of Jaydon James will take place on Wednesday – a student we have supported from the age of 11 until he was tragically taken from us at the end of November two weeks after his 16th birthday. Many students and staff will attend the service in Coventry Cathedral at which I will give a tribute and our school band and a group of year 7 students will perform. On Friday in our whole school end of term assembly we will share the same music and song again and all at Foxford will share a final tribute.

Thursday will be our festive lunch day – this year we are having additional sittings so that as many students as possible can settle and enjoy our Christmas meal together. Friday's assembly will be an opportunity to enjoy entertainment from across the school as we all come together on our last day.

This week is the culmination of another busy term – one which started with us welcoming our new year 7 students who are now well established in the school. Other highlights of the term have included their bushcraft residential experience – the majority of the year group took part in this overnight expedition. Students have visited London and we have had our first enrichment day with a focus on careers education. We have had visiting speakers including the financial director of Aston Martin who addressed our Post 16 students a few weeks ago.

I thank you for attending our recent Progress Review day. Enclosed with this letter is a copy of the targets which were drawn up at your meeting. I ask you to discuss them and regularly review them with your child. The next Progress Review day at which they will be reviewed will be on Thursday, 13 June 2019 for Years 7, 8, 9 10 and 12. Subject-specific Parents' Evenings will take place on Thursday, 07 February 2019 for Year 11, Thursday, 14 February 2019 for years 12 and 13 and Thursday, 07 March 2019 for Year 10.

In the meantime, if you wish to discuss matters further please get in touch with your child's Progress Reviewer or Director of Learning. If you were unable to attend your child's Progress Review Meeting targets have been set for them in your absence. These will also have been included.

We have been fortunate so far this year not to have experienced any snow as yet. Should there be extreme weather we will follow the city council system by putting details on their website, our website and Twitter (please follow us @foxfordschool) by 7:30am and we will inform parents by email if we have email details. Please ensure we have your up-to-date email address. By providing us with your email address you will be agreeing to receive general correspondence by email and may not, therefore, receive a paper copy in the post or via your son or daughter. Please help us to keep you informed and to cut our costs.

Attendance and Punctuality

Student attendance has improved this term which is excellent – please continue to support your child's education by ensuring they come to school each day unless they really are unwell. I also ask you to continue to support us in ensuring all students arrive at school on time. This may mean getting an earlier bus or leaving earlier if travelling by car if roadworks are known or the weather is likely to affect travel.

Whilst writing I would like to remind parents of the following:

Uniform

As we are now entering the winter months please ensure students are travelling to and from school with coats on – these can easily be worn over their blazer and removed on entry to lessons. I am concerned that students keep warm when they are travelling and are outside during break times.

Jumpers: Students can wear a plain black jumper but this is optional and should not replace the blazer. The blazer is compulsory and students should wear these at all times. **No hoodies or sports tops.**

Trousers: Black school trousers should be worn. **No leggings or trousers that are so tight they could be confused with leggings. No jeans including black jeans. Trousers should be full length and ankles should not be on display.**

Skirts: Girls may wear a plain black school skirt. The skirt should be no shorter than to the knee. Please follow our rules - not all skirts sold as school skirts are suitable.

Footwear: Black, plain, flat. No logos. **No boots except under trousers.**

Tie: The tie is compulsory. If students have lost their tie they may borrow one from the Hub in the morning but will need to hand over either their phone or their house keys to ensure the tie is returned to the Hub at the end of the day. These will be kept securely.

Hats: Hats may be worn on the way to and from school if the weather is cold but should be removed once on the school site.

Any non-uniform items will be confiscated and students not wearing correct uniform will be given spare, clean items to wear or sent home to change (with parental permission). Parents are asked to record in organisers if there are issues with school uniform and to include an expected date that the uniform issue will be resolved. Tutors/ Directors of Learning will contact parents if there are ongoing concerns about uniform.

Free School Meals

I wish to urge all families who might meet the free school meals criteria to apply. Not only would it entitle your child to a free school dinner but also elements of our school budget are based on the number of students on our roll who are eligible for free school meals. The more students who are registered, the greater our budget will be. Parents whose joint income is less than £16,190 will qualify. An application form is enclosed, if you are eligible, please complete the form and return it to Foxford School. If you have any queries, please contact the school office on the telephone number provided at the end of this letter.

Food and drink

Students are welcome to bring in their own food and drink to consume during breaks. I remind you however that we do not allow energy drinks or carbonated drinks onto the school site unless they are of a natural fruit variety. Acceptable drinks can be purchased in 'Foxy's Diner'. Water machines are also available.

Contacting school

If you need to speak to a member of staff then please phone 02476 369200 and speak to reception. For any issues/concerns/information about particular lessons then please ask to speak to the class teacher or the Director of Teaching and Learning for that faculty. For more general or pastoral issues then please ask to speak to your child's tutor in the first instance, or the Director of Learning for your child's year group if you consider the issue to require their attention. Staff should get back to you within 24 hours of you contacting school to either acknowledge your phone call or discuss with you time frames for how the situation will be resolved or to explain how the situation has been resolved. If the member of staff you wish to speak to does not return your phone call within 24 hours then please contact school again and ask to speak to Mary Kenny, administration support to Sarah Beestone, Deputy Head teacher. She will record your concern and it will be followed up.

Mobile Phones

There have been several incidents recently where students have had their phones out during lessons. I would ask parents to remind students that mobile phones must be turned off during lessons with the headphones put away. If they do have their phone out in the lesson they can expect them to be confiscated and kept in our school safe until collected by a parent. Phones are only to be used during lessons if students are instructed to do so by a teacher as part of the lesson. The school will take no responsibility for the loss or damage of mobile phones.

“Bad Weather Days”

On “bad weather” days, we may alter the times of the school day by reducing break times and finishing the school day at 2.50pm. However, we have made arrangements whereby students can wait in school if they cannot be collected until 3.05 p.m.

Key Dates Next Term

Spring Term 2018

Day	Date	Time	Event
Monday	07 January	8:50am	School opens for the spring term
Thursday	24 January	6:00pm	Year 9 options evening
Friday	25 January	All day	Teacher Training Day
Thursday	07 February	6:00pm	Year 11 parents' evening
Tuesday	12 February		Enrichment day #2
Thursday	14 February	6:00pm	Post 16 parents' evening
Friday	15 February	3:05pm	Last day of half term. School closes 3:05pm
Monday, 18 February to Friday, 22 February (inclusive) school closed for half term			
Thursday	07 March	6:00pm	Year 10 parents' evening
Monday, 04 March to Friday, 15 March Year 10 mock exams			
Friday	12 April	3:05pm	Last day of spring term, school closes 3:05pm
Monday, 15 April to Friday, 26 April (inclusive) school closed for the Easter holiday			
Monday	29 April	All Day	All of year 11, 12 and 13 in school only. Students in year 10, 9, 8 and 7 - only attend school if been invited to do so

Our last day of this term will be Friday, 21 December 2018. As is traditional we will be having a whole school festive assembly during the morning, early lunch and then finishing for the Christmas break at 1:30pm.

May I wish you all season's greetings and hope that you have a happy and relaxing holiday.

Yours sincerely

R Williamson

Ms R Williamson
Head Teacher