



16 February 2017

Dear Parent / Carer

The spring term is always a busy time of year, not least as the older year groups prepare for their GCSE and A level examinations. Revision sessions and mentoring are underway, and over the coming weeks there will be further support for students as they prepare for these important examinations.

Attendance and Fixed Penalty Notices

As detailed in my letter in December, improving attendance of all students remains a key priority for our school. All students should aim to achieve 100% attendance. The vast majority of students are punctual to school, and their attendance is very good. However, there are a few instances of poor attendance. In these cases, Governors have agreed that we will now issue 'Fixed Penalty Notices' to parents whose child's poor attendance has not improved despite intervention and monitoring. These will be administered by Caerphilly Council Education Welfare Service.

School Gates

The works for main school gates to ensure secure entry/exit for traffic and pedestrians onto school site are underway. Once the works are complete, and as detailed in my summer and Christmas letters, parents and visitors will not be able to drive onto school site from approximately 0810 until 1510 to ensure the safety of all members of our school community. Parents will be able to park in the visitor carpark which will be clearly signposted.

Uniform

The vast majority of our students are in full uniform each day, fulfilling the first part of our one school rule – **ready, respect, safe**. However, a few students routinely forget their tie and/or blazer, wear skirts that are too short or black jeans, and shoes that are not wholly black. After half term form tutors will be issuing detentions and sanctions to those students who do not fully comply with our uniform policy. Our uniform requirements are available on the school website under the parent tab. If you require any support with regard to this, please do not hesitate to contact your child's Head of Year in the first instance.

Thank you for your continued support in ensuring our high standards.

Yours sincerely

Miss Rebecca V. Collins
Headteacher