

Longfield Academy
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Chief Executive: Mr D Judson, BEd, NPQH
Head of School: Mr N Lindsay, BA (Hons), NPQH
Deputy Headteacher: Mr S Rawle, BA (Hons), MA

17 December 2021

Dear Parent / Carer,

Re: January Ready Information (0053-21NLI)

Thank you for all the support given to the school by families and friends of pupils during what has been a very challenging year for society. We are very grateful for your continued support and we are looking forward to continuing to work with you in 2022.

As we approach the end of the autumn term, we are aware that parents / carers will be keen to know important information to ensure their child is prepared and equipped for the first day back on Wednesday 5th January 2022.

Period 1 – Wednesday 5th January

To ensure they're organised for the term ahead, all pupils will spend Period 1 with their Form Tutors on Wednesday 5th January. During this time, a pupil equipment check will take place. Please remind pupils to bring their pencil case and planner with them. In addition to the equipment check, this time will be used to show pupils the excellent extracurricular activities available to them and to discuss how they can improve their reading skills. Finally, pupils will watch a 'welcome back' virtual assembly from Deputy Head of School - Mr Rawle.

Attendance & Punctuality Expectations

As a result of the continuing disruption to our pupils' education caused by Covid-19, we would appreciate in the New Year, if all our parents / carers promote excellent attendance and punctuality with their children. Staff are working hard to help children catch up on missed learning. It is vital that pupils attend school every day and arrive on time. Our school day commences promptly at 8.45am.

Please refer to the Attendance and Punctuality information booklet, which can be found on the Attendance page of our school website.

<https://longfield.swiftacademies.org.uk/about/attendance/>

Mrs Brown - Attendance Manager, would be happy to discuss any attendance related enquiries. Should you wish to speak with her, please telephone 01325 348149 or email janebrown@longfield.swiftacademies.org.uk

Homework

Homework has been a huge success with the majority of pupils, and we are extremely impressed with their knowledge through retrieval. Keep an eye on the 'Homework Timetables' so you're aware of when to expect homework:

<https://longfield.swiftacademies.org.uk/homework-3/>

Uniform

I would like to take the opportunity to remind parents / carers of the school uniform. There is detailed information on our website with regards to correct uniform.

<https://longfield.swiftacademies.org.uk/uniform/>

Polo Shirt with school logo

V-necked Jumper with school logo and / or **School Blazer**

Plain black trousers (or skirt - plain or pleated, of appropriate length) - no leather, corduroy and denim. No leggings, skin-tight trousers, shorts or $\frac{3}{4}$ trousers. If tights are worn with skirts, they must be plain and not patterned. *Many teenage and young person fashion shops sell trousers, which contravene these rules in their 'school' section; these are unacceptable.*

Black shoes - shoes should give adequate cover of the foot for health and safety reasons. Trainers and plimsolls shoes are not acceptable, and neither are leisure boots such as Rockport / Ugg / Dr Marten boots. Shoes with multi-coloured soles (soles of shoes must be plain black and not have a coloured or white line through them) or uppers are unacceptable. Shoes must be plain black and not have visible stripes or logos of any kind.

Jewellery – no earrings or other jewellery. Clear retainers are permitted and are available from Connect. These are not permissible for PE lessons and will be required to be removed. Watches are permitted, except for exams. This excludes Smart Watches, which are not allowed at any time. Rings of any type are not allowed. A pupil may be asked to remove any item of jewellery. Some practical subjects where Health and Safety as well as School Uniform Policy precludes the wearing of jewellery, staff may ask for the items to be removed at any time. We have systems in place to confiscate and look after any items that do not follow our policy.

Nails - whether natural or fake must be clear and of reasonable length. Coloured nails are not permitted. If a teacher feels that the nails are not of reasonable length or may be a hazard in a practical lesson, pupils will be sent to their Head of Year.

Makeup - If make up is desired, it must be natural. Excessive make up is not acceptable. Fake eyelashes / lash extensions are not permitted.

Coats - should be an appropriate outdoor coat - no sweatshirts, hooded tops, cardigans, tracksuit tops or coats made of denim. We have systems in place to confiscate and look after any items that do not follow our policy.

Extreme hair dyes / multi coloured hair is not acceptable for any pupil – hair must be a natural colour. Hairstyles / eyebrows must not have any lines, patterns or symbols showing. Examples of unacceptable hairstyles are dip dying, razor fading or high siding. A number zero is not permitted at any time.

A **school bag** large enough to carry an A4 file must be carried every day.

Pupils must attend school with the **necessary school equipment** each school day: pencil case, planner, calculator, practical equipment (where necessary) e.g. PE kit, ingredients etc. A set of basic equipment is provided by Longfield Academy. Replacements can be purchased via Connect at a small cost.

Wishing everyone a joyous festive period with those they hold dear.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'N Lindsay', with a long, sweeping underline.

Mr N Lindsay
Head of School