

July 2022

Dear Parent/Carer

I am writing this having just celebrated our End of Year Assembly. I was delighted to be able to recognise and reward such a large number of students for subject progress and achievement as well as 100% attendance, student leadership, sporting and creative achievements and tutor awards. I was also proud of the way they conducted themselves throughout the event and am enjoying seeing them develop into responsible and kind young adults.

I am looking forward to leading the year group through their final year at school in Year 13 and supporting them with their future aspirations, whether this be at university, in an apprenticeship or in a different direction. Having worked in the pastoral team for a number of years now, I understand how important my role is for the students in my care and how vital it is for us to work together to best support all of our students so I thank you for your support and I look forward to working alongside your child and yourself next year.

The following important information will help your child to have a successful start to the new academic year. We appreciate you taking the time to read this so that you can support your child to have a smooth start to the year and for them to be prepared to learn and meet school expectations every day.

#### **Induction Day:**

Students will begin school on Thursday 8 September at 8.45 am arriving through the Year 13 gate and will meet their tutors in their form rooms, these will be signposted on entry to the buildings.

All students will be participating in a full induction programme at the start of the academic year, designed to inspire, challenge and support them in having a positive start to the new school year.

#### **Timings of the school day:**

<b>Times</b>	
<b>8.45</b>	Registration (20 min)
<b>9.05</b>	Lesson 1
<b>10.10</b>	Lesson 2
<b>11.10</b>	Break (20 minutes)
<b>11.30</b>	Lesson 3
<b>12.30</b>	Lunch (45 minutes)



National Teaching School  
designated by  
National College for  
Teaching & Leadership

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Transforming Lives Educational Trust

Ashlawn School, Ashlawn Road, Hillmorton, Rugby, Warwickshire. CV22 5ET

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1.15	Lesson 4
2.20	Lesson 5
3.20	End of school day

### Uniform:

Following a recent survey of students, parents and staff about uniform, please find below the updated Ashlawn uniform as agreed with the Academy Improvement Management Board.

Our dress code for the Sixth Form is 'traditional office wear'. All students are required to wear a suit, as detailed below, with smart leather or leather-look shoes.

### Yes Please

- Smart trousers, dress or skirt with suit jacket (this may not be a complete suit, but all students need to wear a suit-type jacket)
- Any tailored dress / skirt should be no more than 3" above knee
- Trousers should be tailored – no denim
- Smart shirt / blouse or smart office-style round neck top of a sensible cut
- A button up shirt must be accompanied by a tie or bow-tie
- Optional jumper or cardigan should be fine knit
- Office shoes, court shoes, dolly shoes, short office-style boots, smart sandals
- Light, subtle make up
- Hair colour and style must be appropriate for school
- Clear nose stud only

### No Thank You

- No extreme hairstyles, unnatural hair colour
- No facial piercings, ear stretchers, tongue piercings, visible tattoos
- No patterned tights
- No denim or leather
- No trainers

In warmer weather the school may use its discretion to relax certain aspects of the dress code as appropriate. For example, the wearing of ties.





### Equipment:

The following equipment is essential for each student.

- School bag, large enough to hold A4 sized books and equipment
- Pencil case
- Black or blue pen x 2
- Green pen for responding to feedback
- HB pencil x 2
- Rubber
- Sharpener
- Ruler, 15 or 30cm
- Highlighter pen
- Scientific calculator

### Mobile Phones/airpods:

Mobile phones and airpods are only permitted in designated sixth form areas in school at break and lunch time. Students are NOT permitted to use these in lessons or tutor time unless directed by the teacher. They are also NOT permitted to use them as they walk around school to lessons. If a student is seen with a phone or airpods when they shouldn't be using them, this will be confiscated and returned at the end of the school day. If a pattern emerges then a parent or carer may be asked to collect this during reception opening hours.

### Homework:

I would greatly appreciate your support in regularly checking Edulink for homework which has been set and ensuring your child is able to meet the deadlines for these.

### Attendance:

I would also appreciate your support in informing us on a daily basis if your child cannot attend school that day for illness or an approved activity. Attendance is vital to a child's success in school and is closely monitored so each child can meet their own potential. Year 13s need to be in school from 8.45 to 3.20 every day and need to stay in school throughout the school day so we can support them in their independent learning. They are NOT permitted to leave site.

I am really looking forward to September working with you as parents and carers, and welcoming students back into school for this next phase of their journey.

Yours sincerely

Lorraine Cunliffe  
Head of Year 13



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