

Dear Parents and Carers,

20 July 2021

I want to start by saying a heartfelt thank you for working in partnership with the school this year. It has presented challenges that I know we never thought we would have to work through as teachers and parents and having your full support and understanding in the decisions we have made makes our community even stronger.

You can find my full end of year message in our Summer Newsletter. The purpose of this letter is to outline the key messages about our end of 2020/21 term and start up arrangements for the 2021/22 academic year.

### **End of Term Arrangements**

The last day of term is **Thursday 22<sup>nd</sup> July 2021**. Please see the timetable for this half day below. Students will be safely dismissed according to the times in red.

	AM 8:20 ->	P1 8:50 to 9:40	P2 9:40 to 10:30	P3/Break <i>Extended</i> 10:30 to 12:20			
Year 7	CT	P1	P2	Break	P3		11:50 Finish
Year 8	CT	P1	P2	P3	Break	P3	12:00 Finish
Year 9		P1	P2	P3	Break	P3	12:10 Finish
Year 10		CT	P2	P3	Break	P3	12:20 Finish
Year 12		CT	P2	P3	Break	P3	12:20 Finish

### **September Start up Arrangements:**

We are very much looking forward to welcoming back all year groups at the start of Autumn term from **Friday 3<sup>rd</sup> September**. The information below outlines our full opening plans, designed alongside guidance on the easing of restrictions. We will be sharing a timetable for testing students on their return in a separate letter, so please look out for this.

The Government have confirmed that bubbles will no longer need to exist next academic year. Community voice has told us that you would like staggered starts and ends to remain in place, so our planning reflects this.

The start date and timings of the day for each year group next year are listed below. It is really important that your child arrives at the designated time and entrance as stated below. Students will not be allowed to enter the building before school.

Principal Hannah Fahey

	<b>Year 7</b>	<b>Year 8</b>	<b>Year 9</b>	<b>Year 10</b>	<b>Year 11</b>	<b>Year 12</b>	<b>Year 13</b>	<b>SMART</b>
<b>Start Date</b>	3 <sup>rd</sup> Sep	7 <sup>th</sup> Sep	7 <sup>th</sup> Sep	6 <sup>th</sup> Sep	6 <sup>th</sup> Sep	3 <sup>rd</sup> Sep	6 <sup>th</sup> Sep	3 <sup>rd</sup> Sep
<b>Entrance</b>	Main Gate (Tamworth Lane)							
<b>Line up before Coaching Time</b>	Outside the Tennis Court	Outside Student Hub	Inside Tennis Court	Outside Student Hub	Outside Tennis Court	Straight to Coaching Time	Straight to Coaching Time	Straight to Coaching Time
<b>Start of Day</b>	8:30am	8:30am	8:30am	9:20am	9:20am	9:20am	9:20am	9:45am
<b>End of Day</b>	2:40pm	2:40pm	2:40pm	3:30pm	3:30pm	3:30pm	3:30pm	2:45pm

During your child's first day we will be showing our systems, expectations and how the school will be operating. All year groups will complete an induction programme that aims to reintegrate our students back into an educational setting with high expectations and care at the heart of it. The induction process delivered by our dedicated pastoral members of staff allows students to undertake a variety of interactive activities such as quizzes, behaviour reconstructions and role-plays to promote fun and a sense of community within the year group. Students will be assigned a coach who will provide clarity around the rules and routines within the Academy, whilst developing a trusting and meaningful relationship with both the students and in subsequent weeks their parents. We will start the term by instilling a sense of community and look forward to getting our students back into lessons across the Academy.

### **Staff Farewells**

We say a fond farewell to the following members of staff who will be leaving us this year. We wish them every success and pray for them as they take up new challenges.

- Amanda Gray- Head of Art
- Carmen Campeanu - Director of EAL Career Break
- Chloe Wedlake - Teacher of Music
- Harry Tyler - Mentor
- Kwajo Tweneboa- Marketing Assistant
- Lazarina Kuchkova- Teacher of ICT/Computer Science
- Mark Lee- Teacher of Science
- Muniza Khan- SENCO
- Sam Foster - Director of Core English
- Sarah Thorne- Teacher of Tech
- Sherlyn Navalta - Director of School Business Manager
- Yasmin Knox- Teacher of PSHE

### **New Starters**

We are delighted to be able to welcome the following colleagues to our community. I know they will support our journey to outstanding and be able to transform lives in the areas they teach or lead.

- Christopher Currie- Academy Business Director
- Katie Brayton AP- Behaviour & Attitudes
- Kate Poulton- Head of English
- Emma Gomm- Head of Art
- Anne Badenhop- Teacher of RE

- Elliot Koubis- Teacher of MFL
- Grace Williams- Teacher of English
- Isobel Harris- Cover Supervisor
- Mackenzie Robinson-Hunt- Teacher of PSHE
- Trish Kelly- Teacher of ICT

### **Maintaining High Expectations**

Our values of Love, Hope and Trust permeate across all that we do. We expect all students to arrive to the Academy each day fully equipped to learn. We expect all students to have a school bag and all appropriate equipment, every day. Full uniform is a requirement – any student not wearing full and correct St Mark's uniform will not be permitted to access mainstream lessons. For the avoidance of doubt, the uniform code is listed below.

Please note:

- Visible makeup is not permitted e.g. lip gloss, mascara, eye shadow.
- Nail varnish is not permitted. Nail extensions or decorations are not permitted on health and safety grounds.
- No jewellery except for a wristwatch and one pair of plain stud earrings are permitted. No facial piercings are permitted. Any nose piercings must be taken out or replaced with a clear plastic stud.
- Mobile phones, mp3 players, portable gaming devices or tablets are not permitted to be used on site.

### **Uniform Expectations**

Can I ask you to ensure that all aspects of your child's uniform are in place for the start of the new academic year, including full PE kit. Full details of the uniform expectation can be found [here](#).

- Students must wear their St Mark's blazer to the Academy daily.
- The grey St Mark's school jumper is optional.
- All white shirts must button up to the collar.
- All students must have a St Mark's polo shirt for PE.
- Students are recommended to have the St Mark's Academy tracksuit for PE.
- Plain black jogging bottoms and shorts can be worn with the St Mark's polo shirt, no large logos, blocks of colour or stripes are permitted.
- Black trainers must be worn with the PE kit.

### **Equipment Expectations**

In order to set the tone of the Academy day and to create a calm and studious atmosphere within the building, we provide students with clear routines to follow at the beginning and end of lessons. In preparation for the wider world and to promote academic success we expect students to arrive at the Academy each day fully equipped to learn.

At St Marks Academy we have a list of equipment that is essential and must be present every day alongside a list of recommended items that students may find useful to carry with them.

<b>Essential daily equipment</b>	<b>Recommended daily equipment</b>
Pen – Black or blue ink	Pencil case
Pen - Green	Glue
Pencil	Colours
Ruler	Maths set
Planner	Highlighters

Reading book	Water bottle
Calculator	Reusable mask
	Hand Sanitizer

### **Face Covering**

From Monday 19 July, the Government have confirmed that face coverings will no longer be required for pupils, staff and visitors either in classrooms or in communal areas. We are still encouraging staff and students to wear face coverings in communal areas. This precautionary approach will allow us to keep as many students and staff in school over the Autumn term.

### **Behaviour Expectations**

At St Marks we have firm behavioural procedures in place that give students the opportunity to make the right decisions. We offer our students reminders as a means of readjusting their behaviour and have firm intervention structures in place to support any struggles that students may experience. Our procedures are delivered with transparency and consistency. Behavioural issues are centralised and overseen by our Senior Vice Principal of Behaviour and Attitudes and Behaviour for Learning Lead to ensure that the expectations of our students' behaviour are caring yet uncompromising. Acknowledgement of exceptional and exemplary behaviour is also at the forefront of our procedures. Teachers make frequent positive phone calls home, nominate students for ACE awards, distribute achievement points and offer verbal praise in the classroom.

### **Pastoral Support**

We pride ourselves at St Mark's on our pastoral support provision. We have a dedicated student Well-being Co-ordinator, Director of Inclusion, Student Support team, Chaplain and Director of Personal Development and Progress Leaders for each year group, Coaches and Designated Safeguarding Lead. Our student support team aims to nurture the entire student and celebrate their differences and elevate and adversities they may face. Where possible we seek to offer all pastoral support internally but also recognise that external intervention may be more suitable for some of our students. In such cases we make referrals in a timely and precise manner.

### **Attendance**

Since March 2021, we launched our new our procedures and have been working with parents and carers to improve attendance and punctuality. This is because research has shown regular attendance and good punctuality are crucial factors in pupils achieving their full potential. St Marks Academy is committed to providing a full and efficient education to all, and encouraging our children to strive for excellence. We wish to work in partnership with parents and carers and so are seeking your full support in ensuring that your child attends school every day and on time. We are always pleased to work together with parents/carers in resolving any difficulties but we are also committed to improving attendance levels at St Marks Academy.

The target attendance figure for all pupils is a minimum of 97% attendance. We appreciate that this academic year has been challenging for many students, and we hope that the new academic year will provide a fresh start for all our students. Attendance is reviewed on a weekly bases for all students, and will be allocated into the following groups:

### **Group 1: No Concern - Green Group**

The child attends for 97% - 100% of the time.

### **Group 2: Concern - Yellow Group**

The child attends for 95% - 96.9% of the time.

### **Group 3: Risk of Underachievement**

#### **- Amber Group**

The child attends for 93% - 94.9% of the time.

### **Group 4: Severe Risk of Underachievement**

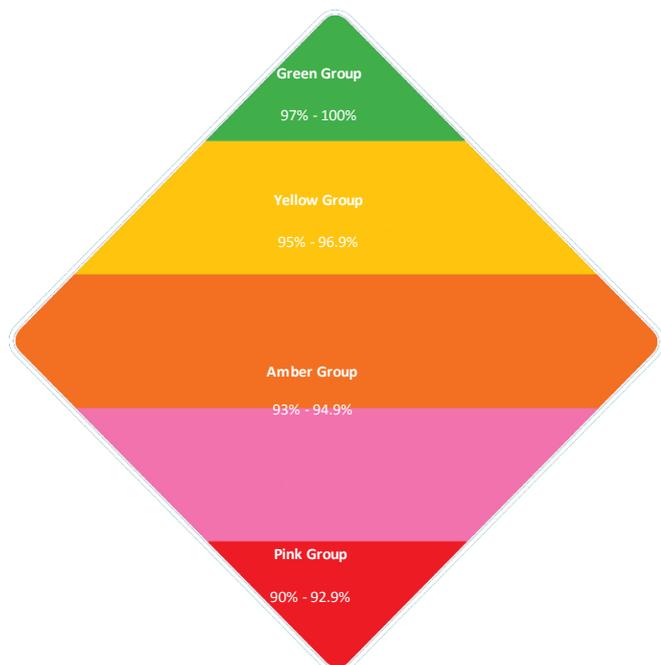
#### **- Pink Group**

The child attends for 90% - 92.9% of the time.

### **Group 5: Extreme Risk of Underachievement**

#### **- Red Group**

The child attends for 0% - 89.9% of the time.



### **Catering**

AIP, our catering provider have been working hard to ensure we can continue to offer a break and lunch service. Before your child returns to school in September, please top up your child's lunch account online. In exceptional circumstances if parents are unable to top up online then Academy staff will assist students to top up their accounts manually. Please discuss this with a member of the student support team or the student's coach. You can top up your child's dinner account [here](#).

### **Free School Meals**

The government is extending the Covid Local Support Grant for the final time to cover the summer holidays. If your child is in receipt of free school meals, please look out for the school voucher that will be sent to you via email at the beginning of the summer holidays. A voucher of £80 per eligible child will be sent to you. You can check if you are entitled to free school meals [here](#). If you have any queries, please contact Ms Drewett, Attendance & Admissions Manager [ddrewett@stmarks.anthemtrust.uk](mailto:ddrewett@stmarks.anthemtrust.uk)

We pray that you had a restful and safe break and are thrilled to be able to welcome students back to the community that will love, encourage, challenge and support them endlessly. I would advise all parents and carers to all to **access this new [information site](#) designed for parents** to support children of all age ranges and abilities catch up on lost learning from the pandemic. I also urge you to encourage your child to read endlessly over the summer holiday to support their levels of literacy as we return.

With Love, Hope and Trust,

Hannah Fahey  
**Principal**