

Dear Students, Parents, Carers and Guardians

## **Arrangements for the start of term for students who will be in Year 10 in September**

It is important that you read this letter carefully and alongside the letter I sent to all parents yesterday.

**The first day of term for year 10 is Wednesday 9th September.** The school day starts as normal at 8.45am and students should not arrive before 8.30am where possible.

### Entrance gate.

The entrance gate for year 10 students is the bike shed gate to the English playground. Year 10 students should enter through the main gate and then turn right towards the bike sheds and enter the school through the gate.

### Congregating area

Year 10 students will congregate in the year 10 area on the English playground until it is time for Tutor time which is now at the start of the day. A member of staff will be on hand to inform students when they should move to tutor time.

### Moving to Tutor time

Students should move to tutor time as quickly as possible taking the most direct route. Movement should be quiet, quick and safe. When in corridors you must walk on the left. There will be duty staff to assist. If you arrive late for school after 8.45 you will enter through the main doors and sign in late.

### Break

Year 10 students will have their break on the English playground. They will be able to access the Cube for catering. The Cube will be selling the same food as the Canteen and payment can be made by using the fingerprint system. Toilets and hand washing facilities are available in the English block.

Break is 30 minutes long and will start at 11.15 At 11.40 students will begin to move to their next lesson.

### Lunch

Lunch arrangements will be the same as those at break.

Lunch is 30 minutes long and will start at 1.45 At 2.10 students will begin to move to their next lesson.

### Tutor time

Tutor time is now at the start of the day and you will be in a new tutor group with only other students from your year group. You will be informed of your new tutor and tutor room in a separate email.

### End of school

Year 10 students will leave lesson 5 at 3.15 and your teacher will tell you which way you should go to the main exit.

### Key members of staff

The progress and achievement leader for year 10 is Miss Kean.

The Leadership team link for year 8 is Mr Smith