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Ref:	VWS/SE	Enquiries to:	Springwell Learning Community
		Tel:	01226 291133
Date:	14.09.18	Email:	

Dear Parents and Carers,

### Re: Diary Dates and General Information: Autumn Term 2018

We hope you have all had a fantastic summer break. It has been wonderful to welcome back all our pupils and we are also delighted to meet all the new pupils who have also joined us this term. We are looking forward to an excellent year ahead across both academies.

Please find below a reminder of general information regarding Springwell. Enclosed is also a list of key dates for 2018/19, following on from July's newsletter.

#### General information

##### School Lunch

For those parents/carers who have opted for a school lunch, the cost is £1.80 per day or £9.00 per week. Payment can be made either by cash or cheque (cheques should be made payable to 'Wellspring Academy Trust'). If you send a payment in with your son/daughter a receipt will be issued for proof of payment if paid at reception.

**Healthy packed lunch reminder:** Please can parents avoid putting chocolate bars, sugary snacks and drinks in packed lunches as sugar can unsettle pupils and prevent them from settling to learn. Bottled water is preferable and water is also available for pupils throughout the day.

##### Gadgets

To ensure a calm and focused learning environment we request that pupils do not bring electronic gadgets, computer games, iPad tablets or mobile phones in to school. If pupils do bring equipment in to school, it will be locked away by staff until the end of the day. Please avoid any issues arising by keeping such items at home. If you need to contact your child in an emergency, please contact the school's reception on 01226 291133.

##### Uniform

The standard of the uniform has been excellent across both academies and we thank parents and carers for ensuring that pupils have returned to school in full uniform.

Uniform for the Special Academy and Primary Alternative Academy (key stage 1 and key stage 2) is as follows: turquoise polo shirt, grey sweatshirt or cardigan, black trousers and plain black shoes.

The key stage 3 and key stage 4 Alternative Academy uniform is as follows: turquoise polo shirt, black sweatshirt or cardigan, black trousers and plain black shoes.

Please note that hoodies, sweatpants or caps should not be worn in school.

Springwell polo shirts and sweatshirts can be purchased from Springwell reception, polo shirts cost £7.50 and sweat shirts cost £9.00. If you have any concerns regarding uniform, please ring reception and speak to one of the pastoral team.

**Attendance and absence procedures:**

Parents should phone the school (01226 291133) to report their child's absence. The Attendance Officer will be in the office from 7.30 am daily to take the calls. It is essential to report your child's absence as this prevents a first day absence call being made and also taxis being sent out unnecessarily. It is important that your child attends school every day to achieve their full potential.

**Pastoral Team**

If you have any concerns regarding your child, we have a pastoral team ready to support you:

**Mr Baker (Pastoral Manager - Special Academy)**

**Mrs Beet (Pastoral Manager - Alternative Academy)**

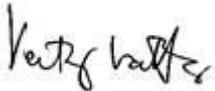
**Miss Fieldhouse (Parent Support Advisor)**

**Future Dates and Events**

Please note that dates and times for events are also on the school website, sent out on twitter and via text message. If you don't have your own account, you can access the school twitter account on [twitter.com@springwellC](https://twitter.com/springwellC). This will allow you to view but not comment on tweets. Please follow us if you have an account. On the website you will also be able to follow your child's blog to see what they have been learning and enjoying in school (website link [www.springwelllearningcommunity.co.uk](http://www.springwelllearningcommunity.co.uk)). **Please ensure that school has an up to date mobile phone number (where applicable), so that you can also receive text messages of announcements.**

May I take this opportunity to thank you for your continued support and we look forward to working with you all in positive partnership over this new school year.

With best wishes,



**Ms V Watts**

**Associate Executive Principal**

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