

Dear Parents

On behalf of everyone at St Aidan's can I welcome you and your child back to school after the summer holidays and obviously if you are a new parent of a child in the school a particularly warm welcome. I hope that you are refreshed after the break and ready to meet the new challenges/opportunities that will be available over the course of the year.

I would like to raise a number of points at the beginning of the year which would help us with the smooth and effective running of the school.

- 1) If your child is either ill or going to be away from school for some other reason could you please let Mrs Oxley, Attendance Officer for Years 7 – 11 or the Sixth Form know as early as possible on the day. Our phones are available from 8.00 am each morning. I would respectfully remind you that we can only authorise absences in "exceptional circumstances" and therefore medical /dental appointments should be made outside school days.
- 2) The school has an increasing number of students who need to be brought onto the school site in specially adapted vehicles as a result of various disabilities and this does mean that we cannot allow parents to bring their cars onto the site to drop off their children. This is a serious Health & Safety issue and I would ask for your full cooperation in this matter.
- 3) As you will be aware St Aidan's is situated in a busy residential area and we always strive to have good relations with our neighbours – to that end could I again please ask that if you are dropping off or collecting children at the beginning or end of the day that you do so mindful of not blocking driveways or side roads near school. This would ensure continued good relations as well as making sure that we don't endanger students as they arrive and depart from school.
- 4) I am aware that a number of students come to school on bicycles but I would like parents to impress upon them the importance of wearing a helmet as well as appropriate clothing to ensure that they can be seen by other road users. We have already had one student involved in a serious accident on his way home from school and the hospital have made it quite clear to his parents that if he had not been wearing a helmet we could have had a critical incident on our hands. It might also be advisable for cyclists to be encouraged to use off the road cycle routes where possible.

- 5) Can I remind you that within a large community we do hope a number of children who suffer from asthmatic or breathing difficulties as a result we have a policy that no aerosol sprays should be brought into school.
- 6) We recognise the need for excellent communication with parents about their child/children and given the results from recent surveys we seem to be doing that in an effective manner. However, I would ask that if parents want to raise concerns about anything to do with the school, or their children, they do so through the channels that have been set up to do this – i.e. issues to do with academic or pastoral concerns should be addressed **only** through Heads of Subject or Heads of Year and not a particular teacher. Requests for these individuals to make contact with you should be done through Reception or the Main Office and should receive a response within 48 hours. Any urgent matter can of course be addressed to me or my Deputies.
- 7) Parents of children who were here last year will be aware that the school is committed to improve its sporting facilities for its curricular and extra-curricular programme and is therefore in the process of raising money for a new 3G pitch. I would like to thank you for the raising of £14,234.09 as a result of the school sponsored walk last July and invite any parent who may be willing to help support this venture through either their business or other particular ideas to make contact with my Deputy, Chris Burt, at school at any time.

I look forward to meeting with you at many of the events that will be taking place at St Aidan's over the year, but privately if you wish to meet with me about any particular issue I will be available at a mutually convenient time.

Regards

John Wood  
Headteacher