

1 December 2020

Principal: Mr I Patel

Dear Parents/Carers,

I hope that you and your loved ones are keeping well at this time. As we approach the Christmas holidays, I just wanted to write to provide a few reminders regarding our expectations in connection with uniform and punctuality, and to ensure that you know about our Christmas arrangements.

Uniform:

We acknowledge that, for many families, this has been a tough year. Therefore, we have made the following concessions to our uniform expectations:

- We recently wrote to you regarding the ability for students to wear a plain mid-grey knitted school jumper during these colder months. Students may purchase these from our uniform supplier, Uniform Direct, or from another outlet. We will review this again in Spring.
- Students must wear all black footwear. Unlike some other secondary schools, we currently allow all black trainers.

Punctuality:

Like you, we value every moment of learning time and expect excellent punctuality from our students. We will **close the school gate 5 minutes before** your child is due to be in their tutor room, this means that they are seated and ready to learn at the start of tutor time. Please note the start times below for your reference. **Students who accumulate 3 lates in 2 weeks are issued with a Friday detention.** You can find this information on Class Charts.

Year Group	Gate closure	Tutorial begins
7	8.25am	8.30am
8	8.55am	9.00am
9	8.55am	9.00am
10	8.25am	8.30am
11	8.10am	8.15am

Christmas:

Christmas celebrations will begin at Orchard Mead on Monday 7th December when our Christmas trees will be put up. We appreciate that this has been an unusual year for students and we want to give them the opportunity to enjoy the festivities, whilst remaining Covid safe.

Christmas Jumper Day:

Christmas Jumper day will be on Friday 11th December. On this day students are permitted to wear a Christmas jumper/Christmas themed top with non-school uniform bottoms in exchange for a **£1 donation to Save the Children Fund**. Students who do not wish to take part should wear school uniform as normal.

Christmas Lunch:

This year, Christmas lunch will be served in line with the current Covid restrictions. This means that a Christmas option of:

- Roast Turkey, Stuffing and Cranberry baguette OR
- Feta, Spinach and Cranberry puff
- Served with roast potatoes and honey glazed carrots
- Chocolate Orange Brownie

Students not wishing to have this festive option can choose from our usual options.

Christmas closure:

The college will close early for Christmas on Friday 18th December. On this day, students who wish to have their lunch are welcome to have a 'grab and go' lunch as they leave the site. Please note the following finish times:

Year Group	Finish time on 18 th December ONLY
7	12.45pm
8	1.15pm
9	1.15pm
10	12.45pm
11	12.15pm

The college re-opens on Monday 4th January 2021.

Big Christmas Community Hug event:

As part of a Trust wide event we are taking part in the Big Christmas Community Hug Week 30th November – 4th December. We are collecting items which can be redistributed to those in our communities who need it the most. We would welcome your donations of:

- Hats, scarves, gloves, socks
- Blankets
- Coats
- Shower gel, toothpaste, toothbrushes, deodorant, shampoo, sanitary products
- Appropriate food such as cereal, rice, pasta, tinned sauces, tinned veg and fruit, tea, coffee etc

I'd like to thank you all for your support across what has been a most unusual year. As always, I have been heartened by the way in which our school community has come together. I wish you and your families and happy, safe Christmas and I look forward to the new year with you all.

Yours sincerely



Ms K Lowe
Vice Principal