



20th July 2023

Dear Parent/Carer,

I hope this letter finds you well as we approach the end of the academic year. I am writing with details of the arrangements for the start of the Autumn Term.

Arrangements for the start of the Autumn Term

- **Monday 4 September:** INSET day for staff (students not in school)
- **Tuesday 5 September:** All students return to school.

Please read the following reminders and new announcements carefully.

The School Day

We will now be opening the school from 8.15am each morning to allow students to purchase breakfast and ensure a more prompt start to the day. We strongly encourage students to arrive at school by 8.30 am, with form time starting at 8.40 am. Furthermore, both periods 1 and 2 will now be scheduled before break time to facilitate a more efficient school day

The school day

Monday	Time
School is open from	8:15am, with students encouraged to be on site by 8.30am
Form Time	8.40 - 9.05
Period 1	9.05 – 10.05
Period 2	10.05 – 11.05
Break	11.05 - 11.20
Period 3	11.20 - 12.20
Lunchtime	12.20 – 1.05
Period 4	1.05 – 2.05
Period 5	2.05 – 3.05
End of school day	3.05

Arrival at school and entry to the building

Students arrive and leave school via the main gates opposite reception.

Parents dropping children off by car must refrain from using the school carpark as it causes issues for school buses. On the first day of term, additional duty staff will be on hand to direct all students to the correct entrance and to their form groups. From 8.15am until 8.30am students must use the outside path down to the dining hall to access breakfast club or congregate on the yard directly outside the dining hall.

Lunch Arrangements

Menus will now be posted on our website each half term and displayed in form time on a morning. Within our school lunch offer, special dietary requirements can be catered for, however we ask that you contact school to discuss any requirements in advance of the start of term. Students who are eligible for Free School Meals will receive a school lunch free of charge.

Students may also opt to bring a packed lunch to school. Our KS3 packed lunch room will be in operation from September alongside our pre-order lunch service to alleviate congestion in the main dining hall; there will also be a number of hot food options available from the packed lunch room too. We ask that parents ensure their child's packed lunch contains a healthy balance of items. Please remember that energy/fizzy drinks are not permitted in school and that our premises are nut free.

Attendance

If your child is absent you must contact school every day of the absence including any medical appointments (01833 638166 – select option 1).

Punctuality

It is essential that students arrive promptly to school each day ready to learn; from 8.40am the attendance officer will be monitoring students who are persistently late and appropriate sanctions will be applied.

Uniform

If you have any questions about uniform or equipment, or require any further support, please contact school on 01833 638166 or office@teesdaleschool.co.uk and a member of staff will be happy to help.

All students are expected to be in full uniform from the beginning of the Autumn Term. Uniform items can be ordered from Emblematic online at orders@emblematic.co.uk (28 days are needed for orders to complete).

Our uniform policy can be found on our website and was shared with you recently however, I would like to draw your attention in particular to the following key points:

Jewellery

- Students can wear one stud in each earlobe. No other jewellery is permitted. It is against the school rules to wear any necklaces, nose piercings, bracelets or rings. (students who choose to have their nose pierced in the school holidays will be asked to remove it upon their return).
- Diamante earrings are not allowed.

Footwear

- Plain black, formal, leather or leather style **shoes**, which can be polished
- No trainers, plimsolls, pumps or boots

Hair and make-up

- Makeup should not be visible.
- False eyelashes are not to be worn.
- Nails are not to be painted and false nails are not to be worn.
- Students should not dye their hair an unnatural colour (e.g. red, green, multiple colours).

Mobile phones, ear buds and smart watches

Mobile phones, ear buds and smart watches must not be used in school. If a student chooses to have their mobile phone or smart watch in their bag, it must remain switched off and must not be seen or used during the school day. Should a mobile phone or smart watch be confiscated from a student, it will be kept in the main office and parents will be asked to collect it. Please support your child and the school by ensuring they have the correct uniform and equipment for the start of the Autumn Term. Where a student does not have the correct uniform or equipment, we will support families to rectify

this, however students persistently breaching the uniform policy will receive sanctions in line with our behaviour policy.

Pre-loved uniform

We recognise that we have a role to play in making school uniform as affordable, accessible and environmentally friendly as possible.

Therefore, our Recycled Uniform System is now available to use at The Hub, Teesdale Community Resources, The Hub, Shaw Bank, Staindrop Road, Barnard Castle, DL12 8TD. The Hub can be reached on 01833 690150.

Glasses

If your child wears glasses could you, please complete the following digital form; if you have multiple children at the school please complete one form per student. This will enable teachers to ensure that students are wearing their glasses during lesson time when needed.

<https://forms.office.com/e/DCgi12YfU7>

And finally...

To improve school communication and ensure important messages are not missed, we now have a page on the school website under useful information labelled 'letters to parents'. We will house any school communication here throughout the year for you to refer to.

If you have any questions about arrangements for the start of term, please contact school on 01833 638166 or office@teesdaleschool.co.uk, and a member of staff will be happy to help. Please note that we do operate reduced office hours during the summer break, so at times it may take slightly longer than usual to respond to your enquiry. We may share further updates with you during the summer holiday, so please check your email regularly.

We are very much looking forward to welcoming all our students back refreshed and ready to go in the Autumn Term. Until then, I hope that you all have a safe and restful summer break.

Yours faithfully,



Anna Cleckner
Head of School