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## Carre's Grammar School

Northgate Sleaford Lincolnshire NG34 7DD  
Headteacher N M Law

5 January 2015

NL/JB

Dear Parent/Carer

Happy New Year to you and your family!

At the start of the year, as is customary, I would like to take the opportunity to update you about some of the changes that have taken place, issue some reminders that help the school to run smoothly, and provide information that you may find useful.

### **New Parent Governor**

We are very pleased to welcome a new governor to our Governing Body. Mr Ken Pratt is our new Parent Governor. He is the father of twins in Year 9 and was the only candidate in our recent election, so he is elected unopposed.

### **Staff Change**

**Mr Steve Lord** has stood down as the Special Educational Needs Co-ordinator after doing sterling work for a number of years in the role. This position has been taken up by **Mrs Rosemary Brooks**, and all issues to do with all special educational needs should now be addressed to her.

### **Procedure for students taken ill during the school day**

There have been several occasions recently where students who feel ill have taken it upon themselves to ring their parents asking to be picked up before getting permission to leave school. The correct procedure if a student feels ill is for them to tell their teacher and go to the school office. A member of the school office team will assess the student and may ring either a parent or carer for them to be picked up, if appropriate. When the parent/carer arrives, they need to sign their child out of school. Under no circumstances should the student phone or text home requesting their parent/carer to collect them, nor should they leave the school site.

Parents of boys in Years 7-11 wishing to take their son out of school should report to the school reception where their son will be handed over by office staff. This change in procedure, from September 2014, is to make sure that boys are safely delivered to their parents.

### **School Uniform**

We would like to thank parents once more for their support with school uniform this term. Now that the weather is colder, students can wear hats, scarves and gloves at school when wearing an outdoor coat over their blazer, but they should not be worn inside school. In addition, hoodies are not part of school uniform. They may be worn to and from school but should not be worn around the school site during the school day.

### **Emergency School Closure**

As we are into the winter season I would to remind parents of the arrangements for emergency school closure.

As a matter of policy the school will make every effort to remain open. However, severe weather can sometimes lead to transport problems which make it impossible for the school to function normally. In the unlikely event that the school will be closed, a notice will be posted on the front page of our website at [www.carres.lincs.sch.uk](http://www.carres.lincs.sch.uk) by 7.30 am. Information will also be posted on the Lincolnshire County Council website and the information will be broadcast on BBC Radio Lincs and Lincs FM.

The school also has the facility to send text messages to inform parents of the school's closure. We will endeavour to notify all parents by text as soon as a decision has been made to close the school.

Please do not telephone the school to check as we need to keep phone lines clear for emergency communication.

### **Multi Academy Trust**

You will recall that I wrote to you recently with the proposal for Carre's to become a Multi-Academy Trust and the desire to consult as widely as possible. The window for this 6 week consultation started in the last week of the previous term and closes on 30 January, and all comments and observations should be emailed to:

[consultation@carres.lincs.sch.uk](mailto:consultation@carres.lincs.sch.uk)

Thank you to those who have already taken the time to respond. It is important to hear your observations, comments, queries and concerns, through the proper channels, as this will help to shape the business case that we must submit to the Department for Education in February. As part of the detailed business case there must be a financial plan which outlines how we are expected to deliver on this, as well as maintain the excellent standards that we currently achieve.

The motive for setting up a MAT is to ensure the sustainability for the school and help it to realise its long-term vision, which is detailed on our website. Currently there are no plans to merge with another school, or schools, and certainly not to dilute what we offer at Carre's to Carre's students, or those from St George's. We are looking to set up a MAT so that should the opportunity arise, and we have the capacity, we could support and work with other schools. In education we are in austere times and schools need to create efficiencies in back-office functions to protect their front-line services, so it may be that other schools recognise this and approach us. Working together would allow for joint procurement of these services, as well procurement of such things as utilities, which would reduce the cost to us and thereby allow more to go back into teaching and learning. Already we are delivering meals to Primary Schools, outreach support for PE and Science, Languages, and recently extended to Music, and we are working with St George's for the delivery of the sixth form curriculum. All of these have benefits for Carre's, in terms of making the transition from different schools more effective, and sustaining a broad, balanced and accessible curriculum for all of our students. These are things that we are already doing and we believe they are having a beneficial impact on Carre's, so are looking to extend these opportunities.

### **ParentPay**

Following the school's aim to become cashless and increase the use of ParentPay we have had several enquiries regarding how it actually works.

There seems to be a misunderstanding that if there is enough money in a student's lunch account that some of that money can be used to pay for trips. All trips are set up individually and are shown separately on your ParentPay account and, although you can pay for numerous items at the same time, you do have to place each one in your 'basket' and then pay the total of all the items at the checkout. Once a trip has been paid for it no longer appears on your account.

The school does not have the facility or authority to go into your account and transfer money to other events so please do not worry that your child's lunch account may be reduced, other than what s/he spends in The Chill.

Another query raised is in respect of separated parents where the ParentPay account has been set up in one name only. There is the option for an additional user where you will receive your own user name and password and so parents/carers can go into their own account and pay for items as necessary.

If you have any questions in respect of using ParentPay please do not hesitate to contact the main school office or the finance office.

### **GCSE Certificates**

For any current Year 12 students who were unable to attend Senior Prizegiving, certificates are available for collection from the main school office.

### **Forthcoming Events**

6 January	START OF TERM 3
14 January	Year 12 Parents' Evening (held at St George's Academy)
22 January	Governors' Teaching and Learning committee meeting
22 January	Full Governing Body meeting
23 January	Onatti German play (St George's Academy)
23 January	Year 8 reports distributed
28 January	Year 11 trip to 'Poetry Live'
29 January	Year 11 Parents' Evening
3 February	Year 10 Science trip to Sheffield
6 February	Onatti French play
6 February	AS/A Level Ethics trip
9 February	Governors' Finance and Resources committee meeting
9 February	Governors' Personnel and Welfare committee meeting
9 February	Governors' Strategic and Development committee meeting
10 February	Music concert
12 February	Year 7 Parents' Evening
14-19 February	Sixth Form trip to New York
13 February	END OF TERM 3
23 February	START OF TERM 4
27 February- 3 March	Trip to Germany
3 March	Year 9 Parents' Evening
6-9 March	History trip to Berlin
9 March	Year 11 Information Evening
13 March	Year 10 reports distributed
16 March	Music concert
18-20 March	Year 12 Geography trip to Lake District
23 March	Group photographs for Years 8, 10 and 13
27 March	Year 13 reports distributed
27 March	END OF TERM 4

Finally, I would like to thank parents for their support and encouragement in the education of our students and wish you and your family all the best for 2015.

Yours faithfully



**N M Law**  
Headteacher