

July 2017
SMu/tp

Dear Parents/Carers

**THE HEADTEACHER'S END OF YEAR LETTER
JULY 2017**

We are fast approaching the end of our academic year and I'm sure you will join me in congratulating the pupils for their hard work and effort over this period. As always, the academic year really does fly past, especially for our pupils in Year 11 who have been taking their GCSE examinations and are looking forward to their results in August. The staff have worked tirelessly with all pupils to enable them to reach their full potential and I thank them for their commitment. I would also like to take this opportunity to thank all parents and carers for their continued support. The relationship between school and parents is a very important one and is key to the success of any school.

It is of course a very different end of year for us as we close Churchfields Academy and open Lawn Manor Academy. There have been many preparations for the new school and we are very much looking forward to a new start and a new way of doing things, the 'Lawn Manor Way'. The new school is not merely a change of name but a new beginning that will bring many benefits for our community. The work that we have already begun with Royal Wootton Bassett Academy Trust is already making a difference to our pupils. Expectations and aspirations at Lawn Manor Academy are very high and they will be applied in every aspect of school life. It is important that as a community we get behind our new school and support the changes that are being made to provide an **outstanding** education for your child and indeed for those who follow. Standards in education are improving year on year and I am passionate that we bring teaching & learning to Lawn Manor Academy that is of the highest standard. I appreciate the support that you are already giving our new school and your support in the future.

I have a few important notices for the year ahead below:

END OF TERM

We finish for the summer on Wednesday 19th July at 12.20pm. Packed lunches will be provided for children in receipt of free school meals.

STAFFING

We say goodbye this term to the following staff and we wish them every success in their new ventures, whether that be new jobs, new careers or retirement:

Miss Tamara Flores Guzman, MFL Teacher
Mrs Nicola Gee, MFL Teacher
Mrs Veena Pegado, Teaching Assistant and EAL Co-ordinator
Mrs Angela Percival, Maths Teacher
Mrs Ceri Russell, CIC Manager
Mr Peter Smith, Science Teacher
Mrs Irene Stollery, Student and Family Welfare Officer
Mrs Mandy White, Employment Pathway Teacher
Mrs Jo Whitham, DT Teacher



Some of our staff will take up new roles within Lawn Manor Academy from September:

Mr Will Smith – Head of House & PSHE
Ms Katherine O'Rourke – Head of House & Pupil Premium
Miss Hannah Wolfe – Safeguarding & Partnership Officer

In order to support pupils, our Year Teams from September will be led by non-teaching Year Leaders as follows:

Year Group	Year Leader
Year 7	Mrs Fiona Harper
Year 8	Miss Charlotte Fox
Year 9	Mr David Franklin
Year 10	Mrs Ayeasha Rani
Year 11	Mrs Felicity Roberts

The Year Teams will be overseen by Mr Koza, who takes up a new position as Lead Professional - Pastoral

We welcome in September the following new staff joining the Lawn Manor team:

Ms Andrea Knowles – Director of Maths
Ms Nina Tebby – Director of MFL
Ms Rebecca Philips – Science Teacher
Miss Katherine Cleaver – MFL Teacher
Mr Luke Stacey – Cover Supervisor

END OF YEAR REPORTS

You will find your child's end of year report enclosed with this letter. I hope many pupils are pleased with their reports and are encouraged by how well they have done this year. At the same time, it is always useful for pupils, with their parents/carers, to reflect on the past year and to consider what personal targets they should be setting for themselves for the forthcoming year.

EXAM RESULTS

GCSE Examination results will be available to pupils on Thursday 24th August at 10am. Please note that we are unable to give results to parents. It must be the pupils who collect the results in person on this day. Results will be distributed from the Hall in the East Manor (Salcombe) building.

ARRANGEMENTS FOR THE BEGINNING OF TERM:

Years 7 and 11 pupils return to school on Tuesday 5th September. Years 8, 9 and 10 pupils return to school on Wednesday 6th September. All pupils are required to return in full Lawn Manor Academy school uniform and should be fully equipped to make a good start to their learning following the summer holidays. All year groups should arrive promptly at 8.40am with Year 7 reporting to West Manor Hall (Falmouth) and all other year groups directly to their I LEARN tutor.

SCHOOL EQUIPMENT

Good preparation is key to good learning. All pupils are required to have a pencil case on their desk in every lesson. Please ensure that your child brings the following basic equipment to the Academy every day: a pen, pencil, ruler and eraser. Replacement equipment will be available for purchase from Student Services located in the West Manor Building in the Atrium. Homework is also important for success. Please work with your child to ensure that they complete their homework on time and to the best of their ability. You are able to track all homework being set at the Academy via our online homework package 'Show my Homework'.



I LEARN

INDEPENDENCE
LITERACY
EQUIPMENT
ATTITUDE
RESILIENCE
NUMERACY



This year we have been making a few changes to the way things are done at Lawn Manor Academy, positive changes that we believe will inspire the learners in our care and help them to build towards creating futures that are right for them.

As part of this reappraisal, we have looked at refocusing our priorities, redoubling our efforts to make sure that everything we do has learning as its primary objective. We have therefore begun to

introduce I LEARN across the Academy and in so doing we aim to ensure that not a minute is wasted in giving our young people the skills they will need to function in the classroom and in their future lives. We will celebrate all of the core aspects of I LEARN, which are Independence, Literacy, Equipment, Attitude, Resilience and Numeracy every day in some way.

Throughout the year we will tie these ideas into all aspects of Academy life – in PSHE for example, and thinking and reflecting in the I LEARN tutor-led sessions in the morning. In lessons this will function as a reminder for the way we think about learning and how best we are able to learn. I LEARN will also feature as Lawn Manor Academy's core values, and tie closely into our shared vision: *Inspiring and creating futures for all*, which means we will be able to uphold the same high standards in each and every classroom, which will ensure that each and every pupil at the school will have the opportunity to thrive.

BEHAVIOUR EXPECTATIONS

Lawn Manor Academy will be expecting outstanding behaviour to ensure a positive learning culture for all pupils. Quite simply, there will not be an opportunity for any pupil to disrupt the learning of others and there will be a zero-tolerance approach should any pupil choose to do so. Similarly there will be a zero-tolerance approach to ensuring basic expectations are adhered to, with a number of changes to the current consequence system. The changes include the introduction of same-day detentions for the following behaviours: arriving late to school after 8.40am, being sent to Safety Net, losing a Conduct Card, not being prepared for learning by failing to bring equipment to school. We ask parents and carers to be fully supportive of these high standards. Full details will be available on the Lawn Manor Academy website in September.

UNIFORM AND PRESENTATION EXPECTATIONS

High standards of uniform and presentation are expected of all pupils at Lawn Manor Academy and the school unashamedly takes pride in this. There are good reasons for this. A smart uniform helps to create a sense of community; it also removes distraction and competition which may be caused by an individual's style of dress, and allows pupils to concentrate on learning. It also allows staff to focus on Teaching & Learning rather than taking up valuable time to deal with uniform issues. Uniform must be worn to and from the Academy; **it is not acceptable for pupils to arrive to school in non-uniform items and then change them.** The Dress Code and Behaviour policies are clear that there are **no exceptions** to these expectations and they explain the consequences that will be put in place should a pupil not meet the requirements. Full details can be found on our website under the 'Academy Information' tab.

TEACHERS TO PARENTS

We continue to use the Teachers2Parents system to communicate directly with parents via email or text. We have found this to be a much more effective system than 'pupil post'. It does depend on us having an up to date email address for all parents/carers. Please ensure that you keep the Academy informed of any changes to your email address and mobile telephone number. If you haven't already done so and would like to add your details, please let the main office know. You can email your details to admin@lawnmanor.org



HOLIDAYS/LEAVE OF ABSENCE IN TERM TIME:

Next year's term dates can be found on the academy web-site under the news/events tab. A reminder to parents that, in line with Government legislation, Lawn Manor Academy is unable to authorise requests for leave of absence for the purpose of family holidays during term time. Other leaves of absence must be requested and will only be granted by the Headteacher in exceptional circumstances. If this is the case, parents/carers must complete a 'holiday/leave of absence request form' and submit for consideration. Any absence that has not been discussed with the academy and authorised, will be noted as truancy and you could face a fixed penalty notice of £60 per parent per child.

WWW.LAWNMANOR.ORG

On our website you will find important dates, news and information on every aspect of your child's education. You will be able to read all letters sent home and our weekly newsletter.

SOCIAL MEDIA

We have regular updates on Twitter, @lawn_manor and on Facebook, <https://www.facebook.com/lawnmanor/>. You can get up to the minute updates by following the school account and also my headteacher account on Twitter @headlawnmanor.

I do hope the holidays are enjoyable and we look forward to seeing you all in our new school on Tuesday 5th and Wednesday 6th September.

Yours sincerely



Mrs S Muir
Headteacher

KEY DATES FOR YOUR DIARY

Tuesday 5th September – Years 7 and 11 return
Wednesday 6th September – Years 8, 9, 10 return

Term 1: Tuesday 5th September – Thursday 19th October 2017
Term 2: Monday 30th October – Tuesday 19th December 2017
Term 3: Thursday 4th January – Thursday 8th February 2018
Term 4: Monday 19th February – Thursday 29th March 2018
Term 5: Monday 16th April – Friday 25th May 2018
Term 6: Monday 4th June – Friday 20th July 2018

Teacher Training days will take place on the following dates with the Academy closed to pupils:

Friday 1st and Monday 4th September 2017
Friday 20th October 2017
Wednesday 3rd January 2018
Friday 9th February 2018

Progress Review Days will take place during the day on Tuesday 12th December 2017 and Tuesday 27th March 2018. These will be for Parents/Carers to attend with their child and the Academy will not be open for pupils that day. Details will be sent nearer the time.

