



Specialising in English and The Arts

Our Ref: SCR/JBR

15 October 2013

Dear Parent / Guardian

In my September letter I wrote regarding the parking issues at the end of college and the congestion being caused on the college turning circle. Unfortunately the situation has not improved and is now a safety risk to students and I have therefore had to make a decision regarding cars accessing the college at key times in the college day. The following changes to accessing the college site will start from **Monday 21 October 2013**.

In the mornings, parents **will be able** to come onto the college site and drop their child off on the turning circle only. Please ensure that you park in the drop off area. Please leave promptly after dropping off your child. Do not park on the college car park, including the disabled parking bays. Please drive slowly and give students the right of way at the crossing at the entrance of the college.

At the end of college parents **WILL NOT be able** to enter the college site to collect their child and access for parents in cars will be prohibited from 2.30pm until 3.20pm. Please park on the car park opposite the college if you are collecting your child. I am aware it is a pay and display car park, as long as you do not leave your vehicle you will not have to pay. **DO NOT park along Towneley Holmes** road as you may be issued with a fixed penalty notice. The only cars able to access the college between 2.30pm and 3.20pm are to collect a child who has a disability. Please refrain from parking at the back of college as this also causes congestion for local residents.

If you are picking up your child up after an after college club **you will be able** to collect your child from the turning circle on the college site.

If you are coming into college during the college day for a meeting **you will be able** to park on the college site including the turning circle.

Thank you to all parents who have returned the permission slip for your child to use our thumb scanning system for uploading money for lunches. If you have not returned this permission slip please do so as a matter of urgency. If you have lost the slip your child can get a permission slip from Internal Reception. If you have not returned the permission slip your child will be issued with a five digit number next week to access the cashless catering system. If for some reason your child's thumb is not recognised by the thumb scanner they will also be given a five digit pin number.

I write to thank you if you have sent in the recent questionnaire that was posted home to all parents. We have had an overwhelmingly positive response, if you still have not had the opportunity to send back your questionnaire can you send it in as soon as possible and by the end of next week. I will write to you once the questionnaires have been analysed with a summary of the responses and the actions that we will be taking.

Towneley Holmes, Burnley, Lancashire, BB11 3DF

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I have been extremely impressed in how smart the students look in their uniform. It is essential that all students are in full uniform at all times creating a "dressed for business" atmosphere throughout the college. Hair styles and colour must also conform to a "dressed for business" ethos with no unnatural hair colours or extreme hair styles. For those students who wish to wear makeup this should be minimal and subtle, otherwise students will be asked to remove it. A reminder that jewellery at Unity College is not permitted except for a watch. We do not allow any piercings.

We have recently asked all students to fill in a questionnaire regarding how often they read at home and at college. Reading takes many forms, not just books and magazines but includes websites, audio books, newspapers, comics, poetry, manuals, emails and also song lyrics. Once we have collated the information from our survey we will review how we can support your child to further develop a love of reading. I know many of you encourage your child to read widely and often at home and the more that you can do to support this it will help your child to make good progress at college.

Could I take this opportunity to remind you about certain attendance issues. Progress and attainment are directly linked to attendance. If your child is not in lessons they cannot learn, therefore they will get behind with their learning. Last year 87% of students who had 95% attendance over the year achieved 5A*-C grades as opposed to 66% with attendance between 80% and 90%. 100% of students with 90%+ attendance achieved at least 5A*-G grades. A reminder that holidays should not be taken in term time and will not be authorised. We will continue to refer for penalty notices for unauthorised holidays and for persistent poor attendance. I'd like to thank those parents who have supported us in this matter and continue to do so. If your child is poorly can you please contact the attendance team at college first thing in the morning. Can you also try to ensure that students do not have time off college for doctors or dentists appointments unless it is an emergency appointment.

As always at Unity, we are continuing our eSafety programme to ensure that all students know how to stay safe online. As well as specific lessons in eSafety, students have assemblies throughout the year to remind them how to stay safe. You will no doubt have spotted regular articles in the college newsletters giving parents updates and advice on how to keep children safe online. Please keep an eye out for these articles in future editions and spend a few minutes talking to your children about them. In particular, social networking sites such as Facebook, continue to be a problem. Sometimes, issues that start on these sites out of school can be brought in to school and get in the way of learning. If your child has a social networking account, please take time to ensure the following three simple steps:

- Make sure they only have genuine friends listed as contacts
- Become one of their 'friends' yourself as this is the best way to monitor their online activity
- Make sure that their privacy settings are adjusted so that no personal information or images are accessible to the rest of the world

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I take this opportunity to thank you for your support to Unity College as we work together to offer the very best learning opportunities and experiences for your child.

Yours faithfully

S Cryer

S Cryer (Mrs)
Headteacher