

Unity College

Towneley Holmes, Burnley, Lancashire BB11 3DF
Tel: 01282 683010 • Fax: 01282 683012
www.unity-college.com • enquiries@unity-college.com

Dear Parent / Guardian

I write to you at the end of a very busy term at Unity College. On our last day of term, Thursday 22 December, all students have been invited to the cinema to celebrate **"Ten Years of Unity College"**, Unity College opened in 2006. You should have already sent a signed reply slip back to school for this and you are fully responsible for the choice of film that your child will be watching. Students are to arrive at the cinema between 9.15am and 9.25am and meet staff on the cinema car park where they will be registered. Refreshments will not be available for sale in the cinema but students are welcome to bring their own if they wish. Students do not have to wear their school uniform for the trip; however they should be dressed appropriately for a school trip and with no extreme hair colours or outlandish clothes. I expect outstanding behaviour from every student on the way to and from the cinema and at the cinema. Any students displaying poor behaviour will be brought back to college and parents will be informed.

The films will finish at approximately 12 noon and students will be allowed to leave the cinema and make their way home for the Christmas holiday. **Parents are responsible for ensuring that their child arrives safely at the cinema and have made arrangements for their child to travel home safely. Please discourage your child from going into the town centre before and after the cinema trip.**

Staff will be on duty along the main road from the bus station and on the roundabout by the cinema from 9.00am onwards and at 12 noon.

For students who do not want to attend the cinema, the college will be open for students and activities will be organised at Unity College from 9.00am until 12.05pm and students will be **expected to be in full college uniform**. The attendance team will be ringing those students who are absent on the day to find out the reason for the absence.

The college will re-open on Monday 9 January 2017 at 8.45am.

The winter season is upon us and I hope that I will not have to close the college **due to snow** or other adverse weather conditions. A decision to close the college is not undertaken lightly and I will only close the college for health and safety reasons. It is an extremely difficult decision and I have to take into consideration a number of things including how safe it is for students and staff to travel to and from college safely. I also need to ensure that I have enough staff on site to teach and supervise students for the full day. Many staff do not live locally and travel a distance to college each day so they are not able to walk to work. I will endeavour to make a decision regarding any closure by 7.30am in the morning and will post a message on the college website. If I am closing the college I will also contact 2BR and Radio Lancashire to ask them to announce any closure. If it is announced on the radio the message has come from me as I have to give the radio station a password to ensure that the message is not a prank. Please do not ring college as I may not have anybody available to answer the telephone as they may not be able to get to the college. If the college is open but as a parent you are unable to get your child to college due to the conditions on the roads or public transport is cancelled you must use your judgment as to whether to send your child to college on that day.

Students are expected to be in full uniform including a blazer at all times. I have been very impressed this term with how smart students look. If students are going to wear a jumper in college it must have the college logo and be a V neck. It is essential that all students are in full uniform at all times creating a "dressed for business" atmosphere throughout the college.

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We have now teamed up with Tesco and blazers can be ordered online with the Unity College logo already embroidered on it. Tesco will make a contribution of 5% to our College for any blazers bought online. Please visit the following website to order direct: www.tesco.com/ues and see the enclosed leaflet for further information.

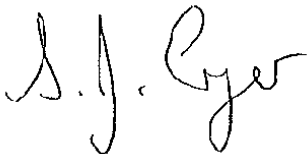
Students must not wear any jewellery except for a watch. Please ensure that your child does not have a piercing done over the Christmas break. Any piercing should happen at the start of the summer break so that the earring(s) can be removed during the college day.

A number of students will be hoping to get a new mobile phone for Christmas. We will not take any responsibility for any mobile phone or any other electronic device including an I-watch that goes missing in college. If it is an expensive piece of equipment I strongly encourage you to get it insured.

Your child **MUST** have the correct basic equipment for learning. Can you please ensure that your child has everything they need each day including the basic writing/drawing implements e.g. a pen and pencil, also any specialist equipment/clothing e.g. food ingredients/PE kit for their lessons. Students must also have a reading book in their bag each day.

I take this opportunity to thank you for your continued support for Unity College as we work together to offer the very best learning opportunities and experiences for your child. I wish you all a very Merry Christmas and a Happy New Year.

Yours faithfully



S Cryer (Mrs)
Headteacher

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