Our ref: SCR/EJO

October 2019

Dear Parents/ Carers

On Wednesday 16 October 2019 we are holding our Open Evening for year 5 and 6 students and their parents from 4.00pm-6.30pm.

To enable staff to prepare their subject areas **college will be closing at 2.10pm on Wednesday 16 October 2019**. Please make sure your child can make their own way home after college. If your child is not able to get home safely at 2.10pm please contact my PA, Mrs Johnson, so that supervision can be arranged until 3.10pm. Students will not be able to stay through from 2.10pm to the start of the Open Evening if they are helping as we cannot guarantee supervision during this time.

Several students across all years may be asked to help on the evening and will receive a separate letter from subject areas. If your child is selected to help on the evening it is vital that they are in full uniform and ‘dressed for business’. Students should not wear any jewellery except for a watch and make up should be kept to a minimum as per our college policy.

I write to remind you that college will close at 3.10pm on Friday 18 October 2019 for the October half term and will re-open on Monday 4 November 2019. We break up for the Christmas period at 3.10pm on Friday 20 December 2019 and return on Monday 6 January 2020.

As a college we were delighted again with the GCSE results this summer. The results were the best results in the history of the college regarding attainment. We have prepared a detailed analysis and there is a direct correlation between children’s attendance and GCSE results. If a child has good attendance e.g. at least 95% they are more likely to meet their target grades when they sit their GCSE’s. It is critical that your child attends college every day, so they do not miss any learning. It is also essential that your child completes all homework set and when they have examinations they revise thoroughly at home. Please ensure that your child has a revision plan in place well before their examinations and they stick to the plan.

**Upcoming internal mock examinations:**

Year 11 Tuesday 1 October – Friday 11 October 2019

Year 11 Monday 20 January – Friday 31 January 2020

Year 11 Monday 9 March – Friday 13 March 2020

Year 10 Monday 16 March – Friday 20 March 2020

Formal year 11 GCSE examinations start May 2020 through to June 2020 (timetable will be allocated to students)

**End of year examinations:**

Year 8 Monday 4 May – Thursday 7 May 2020

Year 7 Monday 8 June – Friday 12 June 2020

Year 9 Monday 22 June – Friday 26 June 2020

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

The winter season will soon be 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 must take into consideration several 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. 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.

At the end of college parents ARE NOT able to enter the college site to collect their child. We have a few parents who arrive before 2.30pm and park on the college site and wait until their child finishes college at 3.10pm. 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 from college. 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, if this is the case please contact college so that a car parking pass can be allocated to you. Please also refrain from parking at the back of college as this causes congestion for residents.

If you are picking up your child after a college club you can 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 can park on the college site including the turning circle.

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

Yours faithfully



S Cryer (Mrs)

Headteacher