

## Westbourne Academy

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WESTBOURNE  
ACADEMY

Principal - Mr Garry Trott

Our Ref: GTr/EPe

14<sup>th</sup> July 2017

Dear Parent/Carer

### ARRANGEMENTS FOR END OF TERM & BEGINNING OF NEW ACADEMIC YEAR

I am writing to inform you about the arrangements for the end of term. On Friday 21<sup>st</sup> July, students will have lessons 1 and 2 as normal followed by tutor time at 10.30am. Lesson 3 will be shortened by 20 minutes to allow students to return to their tutor bases at 11.50am to prepare for whole school assembly at 12.00pm. Students will be dismissed at approximately 1.00pm and there will be no after school clubs or detentions taking place. The Food Hall will be serving food and drink at morning break time only. There is no lunchtime service on the last day. If your child qualifies for a Free School Meal this should be collected at morning break instead of at lunch.

**Monday 4th September** is a staff training day (non-pupil days) so students will return to school on **Tuesday 5th September 2017**. We will be having a staggered start as follows:

Year 7	Year 8	Year 9	Year 10	Year 11
Arrive by 8.20am. Report to the Main Hall at 8.25am.	Arrive by 9.15am. Report to tutor base at 9.20am.	Arrive by 9.15am. Report to tutor base at 9.20am.	Arrive by 9.15am. Report to tutor base at 9.20am.	Arrive by 8.20am. Report to tutor base at 8.25am.

On Tuesday 5<sup>th</sup> September, all students will have tutor time at 9.20am and be given their new timetables for next year as well as their new Standards Card for the autumn term. House assemblies will be held at 15 minute intervals between 9.30am and 10.50am. After morning break, students will follow their timetabled lessons (week 1). Please note that with effect from the start of the new academic year, the student entrance gates will open at 8.10am.

Students must please wear their full and complete academy uniform when they return in September and be properly equipped for learning in terms of pens, pencils, a rule, calculator and a reading book. For a reminder of our expectations with regards to equipment, academy uniform, shoes, trousers and accessories, please visit the Parent/Uniform page of our website. When placing uniform orders through Price & Buckland online please remember to allow up to 5 days for delivery so that you order arrives before the start of term.

May I take this opportunity to wish you and your family a safe and restful summer and I look forward to seeing all our students again on **Tuesday 5<sup>th</sup> September 2017**.

Yours sincerely

G Trott  
Principal





### **Information**

This is a letter about important school information. If you are unable to read this information because English is not your first language, please ask someone who speaks English to contact the school on 01473 742315 or email [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Lietuvių kalba/Lithuanian - Informacija/General information**

Tai laiškas apie svarbią mokyklos informaciją. Jei negalite perskaityti šios informacijos, nes anglų nėra jūsų gimtoji kalba, kreipkitės į ką nors, kas kalba angliškai arba kreipkitės į mokyklą 01473 742315 arba el

[office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Polski/Polish - Informacja/information**

Jest to pismo o ważnych informacjach o szkole. Jeśli nie możesz przeczytać tej informacji, ponieważ angielski nie jest twoim pierwszym językiem, poproś kogoś, kto mówi po angielsku, lub skontaktuj się ze szkołą 01473 742315 lub e-mail [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Em português /Portuguese - Informações/information**

Esta é uma carta sobre informações importantes sobre a escola. Se você é incapaz de ler esta informação, porque o Inglês não é sua língua nativa, por favor, pergunte a alguém que fala Inglês deve contactar a escola 01473 742315 ou e-mail [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)

### **Limba română/Romanian - Informații/ General information letter**

Aceasta este o scrisoare cu privire la informații importante școlare. Dacă nu puteți citi această informație pentru că engleza nu este prima limbă, vă rugăm să întrebați pe cineva care vorbește limba engleză trebuie să contacteze școala 01473 742315 sau e-mail [office@westbourne.atrust.org.uk](mailto:office@westbourne.atrust.org.uk)