



Inspiring Learning, Achieving Excellence

Headteacher: Mr Adam Shelley MEd, BSc Hons, PGCE, NPQH

September 2022

Dear Parents

I am writing to let you know how impressed I have been with our new Year 7 students. They have coped incredibly well with the transition to secondary school and they are settling into The Sir John Colfox Academy nicely. They are enthusiastic, polite and I have heard great things about their work ethic from their class teachers. As their Head of Year, I am feeling very proud!

In addition to a reminder of some of the school routines and expectations in this letter, I must also inform you that **the 'Meet the Tutor' event which was scheduled for Wednesday 21 September has now been changed to Wednesday 2 November**. We will send out details of the format closer to the time. I apologise for any inconvenience this change causes.

If you need to contact your child's tutor at any time, please do so using the following emails:

- Mrs Burgess: BurgessL@colfox.dorset.sch.uk
- Miss Phillips: PhillipsK@colfox.dorset.sch.uk
- Mr Willis: WillisT@colfox.dorset.sch.uk
- Mr Hocking: HockingB@colfox.dorset.sch.uk
- Mrs Bennett: BennettV@colfox.dorset.sch.uk

Equipment

Please can you remind your child to bring their pencil case with at least a couple of pens, a pencil, and a ruler every day. For Maths and Science lessons, they may need a calculator. Additional stationary such as highlighters, a rubber, glue, and scissors would also be useful for them to have. We have a school shop in the Hub which is open. Students will be able to purchase any items they require from the shop before school or during their break and lunchtimes. Students all have a locker in which they can store their belongings. If they lose their key, another can be ordered and paid for through Wisepay.

Homework

Homework will be set in English, Maths and Science from next week (week beginning Tuesday 20 September). In Year 7, tasks should not normally exceed 30 minutes per piece of homework. The details of homework set will be on My Child at School. We would encourage students to attend homework club which runs in the library 3.30pm to 5pm on Monday to Thursday. Our SEN department also run a homework club for students who require additional support on Monday to Thursday 3.30pm to 4.30pm. If you feel this would be beneficial, please contact our SEN department.

Mobile phones

We know that many students will feel safer having a phone with them for their journey to and from school. However, students are not permitted to use their phone at school during the school day. Phones should be switched off and stored away.

Information and contacting school

If you have any concerns or queries, our school website has lots of useful information, including term dates, school policies, and copies of school letters. If you need to get a message to your child when they are in school, please contact our office at office@colfox.dorset.sch.uk and they will pass on the message. Your child's tutor should be your first point of contact, however if you wish to contact me directly my email address is burdenn@colfox.dorset.sch.uk.

Thank you for your support so far and thank you for preparing your children so well for secondary school. They really have made a brilliant start. I look forward to getting to know them (and you) more over the months and years to come.

Yours faithfully



Natalie Burden
(Head of Year 7)