Wilmington Academy

Common Lane, Wilmington, Dartford, Kent, DA2 7DR
Tel: 01322 272111
Email: admin@wilmingtonacademy.org.uk
Website: www.wilmingtonacademy.org.uk
Principal Mr M Gore

Ref: PDE/awl

17 October 2019

Dear Parent/Carer

End of Module 1/Module 2 Arrangements

Friday 18 October is the last day of Module 1. The day will be a normal school day. The start of Module 2 begins on Monday 4 November. Lessons start at the usual time of 8.40am.

We value the partnership we have with parents, it is greatly appreciated that you discuss the following with your child.

Bring Your Own Device/Student Device Provision Programme
We actively encourage all students to bring their own electronic devices to school (a mobile phone is not suitable for lesson activities). Please ensure that if your child has an appropriate device, it is fully charged and is used where appropriate. Learning activities are being planned for students who have access to a device to encourage use.

Mobile Telephones
I would like to remind you that mobile phones should be switched off during the day and remain in your child's pocket/bag. If you need to contact your child in an emergency during the day, please go through their College Admin Team.

Attendance
Please ensure your child is in school and ready to start their learning by 8.40am. This is the time the lessons start, not the time the students should be arriving to school. We also encourage your child to attend school every day to ensure their progress is maintained and they do not fall behind in their subjects.

Uniform
Most students' uniform is exemplary. In regard to footwear, we would like to reiterate that appropriate footwear is as follows:

Boys: Plain flat shoes – **BLACK** only. No shoe may be above the ankle bone. No Converse or VAN footwear. Trainers are **NOT** allowed except for PE

Girls: Plain flat shoes – BLACK only. Maximum height = 3cm (1inch)
No shoe may be above the ankle bone. Trainers are **NOT** allowed except for PE
Skirts should be resting just above the knee and we ask that you use the break to purchase a suitable length skirt where an existing skirt is too short.

If a student is unable to comply with this, they will lose their social time and be required to be with a staff member in their college during break and lunch. If your son/daughter has a medical reason as to why they cannot wear the appropriate footwear, this needs to be verified in writing by a medical professional. Final decisions rest with the academy.

Equipped to Learn
All students should have the equipment needed to learn with them each day. This includes:

- 2 black pens, 1 x red pen
- Pencils
- Eraser
- Ruler
- Scientific calculator
- Reading book
- Sharpener

All students should have a suitable bag that is able to store/transport several books and an A4 sized folder.

We would also like you to be aware that the following are also prohibited from our school site and will be confiscated:

- Fizzy/energy drinks
- Aerosol cans
- Chewing gum

Travelling to/from the Academy
We encourage all students to take road safety seriously and we actively promote that if riding a bike to school, every child should have the correct safety equipment such as a safety helmet, working bright lights and that brakes have been checked. Please discuss how to ride safely to the academy. "Wheelies" are incredibly dangerous and it would be appreciated if this can be emphasised at home.

If travelling by foot, please encourage children to use the crossings provided and be aware of their surroundings whilst respecting our local community.

Please find attached a list of useful numbers and email addresses for when you contact the academy to report your child's absence and for when you contact us for general queries.

Thank you all for your support. We hope you have a lovely, safe two week break.

Yours faithfully

Mr P Devlin
First Deputy/Head of Apollo College

Mrs S Goodall
Head of Jupiter College

Mr C Guerin-Hassett
Head of Minerva College

Wilmington Academy

Useful Numbers and Email Addresses

Reporting Absence
When reporting your child absent, please could we ask that in the first instance that you call the academy and leave a message on the relevant college's absence line on each day of absence.

Reporting student absence:
Option 1 - then;
Option 1 - Minerva College - *5 for general queries or to leave a message
Option 2 - Apollo College - *3 for general queries or to leave a message
Option 3 - Jupiter College - *6 for general queries to to leave a message
Option 5 - Post 16 (Sixth Form)

For general queries or to leave a message:
Option 5 - Minerva College
Option 3 - Apollo College
Option 6 - Jupiter College
Option 7 - Post 16 (Sixth Form)

Alternatively, should you be unable to call the academy, please use the relevant email address for your child's college:

jupiter-admin@wilmingtonacademy.org.uk

minerva-admin@wilmingtonacademy.org.uk

apollo-admin@wilmingtonacademy.org.uk

Post 16 (Sixth Form) - lesley.elson@wilmingtonacademy.org.uk

The above email addresses should also be used for general enquiries about your son/daughter.