Thursday 6th September 2018

Dear Parents/Carers

Welcome back to a new school year. I hope that you had an enjoyable summer and that you, and your children, are ready for the year ahead.

**Uniform**

If you still need to buy new school uniform, please ask at the main office. Sweatshirts are priced at £7.50 each and polo shirts cost £6.50. Our uniform colours are blue and grey, so please remember to buy grey trousers or pinafore dresses. You can find a full list of our school uniform, including PE kit, on our website – just download our prospectus from the virtual office section.

**Shoes**

These should ideally be black. When you are buying new school shoes, please try to make sure that they are black - and are a sensible style.

**Mobile APP**

If you haven’t yet downloaded our App, then please do so as soon as possible. It is the best way to receive important messages quickly. The App is free and can be downloaded from the Apple App store and the Google Play Store. Please ask if you need help with this. However, there are instructions on the home page of our school website.

**Secondary Schools**

If your child will be starting secondary school in September 2019, you must apply online before 31st October 2018. Visit [www.kirklees.gov.uk/admissions](http://www.kirklees.gov.uk/admissions). All Kirklees secondary schools have open evenings during September and October and you can find the dates of these by clicking on the link on the homepage of our school website. You can also find a link to times and dates on our school app.

**Absence from school**

If your child is ill, **please let us know the reason for their absence as soon as possible.**

Can I also remind you that I am unable to authorise holidays during term time other than in exceptional circumstances. If you are considering taking your child out of school, then you must make an appointment to see me. If you take your child out of school without authorisation, then you are likely to incur a penalty notice. Penalty notices are £60 per child for each parent, if paid within 21 days, or £120 per child for each parent, if payment is made between 21 and 28 days. Non-payment may result in a prosecution and a fine of up to £2,500 or a custodial sentence. Please do support us in helping to improve attendance: there is a clear link between academic achievement and good attendance.

If there is anything at all we can support you with, please make an appointment at the school office.

Yours sincerely

Mr A S Parkin

**Headteacher**