

18th July 2025

Dear Parents & Carers

As we approach the end of the academic year at City Academy, I'd like to thank you all for your support this academic year. As a reminder, all students finish on Tuesday 22nd July at 11.50am.

I'd like to take this opportunity to send home some key information and dates ahead of next year.

Staffing

As ever at the end of the academic year, we say goodbye to some of our colleagues who have worked hard to help our students, thank you to Andrew Sweetenham, Miguel Quintero, Hannah Palmer, Tanya Broom, Rob Birse, John Morgan, Hannah Mclean, Miranda Vaughn Kett, Nick Hunt, Clarice Jopling, Rebecca Eyton, Michael Hopewell and Elena Spinelli.

I would like to thank them all for their hard work and wish them luck in their new schools and roles. I am pleased to say we are fully staffed for September.

Ms Leat will be on Maternity Leave next academic year, and Ms Claire Rodgers will become Associate Assistant Principal for Year 8 in September.

We are pleased to say that Mr John James has been appointed as Assistant Principal and Ms Tammy Lancaster-Leighton has been appointed as Associate Assistant Principal and SENCO. They both join us at the start of September.

Reminder of Timings of the school day

The timings are shown below, this has not changed:

MONDAY to FRIDAY	
Time	Session
8.30am - 8.40am	Gates open for students to arrive
8.40am – 9.00am	Tutor
9.00am – 9.50am	Session 1
9.50am -10.40am	Session 2
10.40am – 11.00am	Break
11.00am – 11.50pm	Session 3
11.50pm – 12.40pm	Session 4
12.40pm – 1.20pm	Lunch
1.20pm – 2.10pm	Session 5
2.10pm – 3.00pm	Session 6
3.00pm onwards	Extra Curricular Clubs

Grit, Honesty and Team Spirit

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TEL: 0117 9413800 EMAIL: CABINFO@CLF.UK | WWW.CITYACADEMY.BRISTOL.SCH.UK

Year Group Staffing

I am pleased to confirm that the following pastoral staff have responsibility for the year groups as follows:

Year 7

Mr Jim McKitterick - Associate Assistant Principal
Ms Tina Bailey - Pastoral Support Lead
Ms Mikealia Inglis - Pastoral Support Officer

Year 8

Ms Claire Rodgers - Associate Assistant Principal
Mr Eldean Johnson - Pastoral Support Lead
Ms Georgina Brown - Pastoral Support Officer

Year 9

Mr Aaron Stewart - Associate Assistant Principal
Ms Naomi Johnson - Pastoral Support Lead
Mr Calvin Nicholls - Pastoral Support Officer

Year 10

Mr Jason Clarkson - Associate Assistant Principal
Ms Michelle Rowe - Pastoral Support Lead
Ms Aliyah Douglas - Pastoral Support Officer

Year 11

Mr Tom Fudge - Associate Assistant Principal
Mr Chris Taylor - Pastoral Support Lead
Ms Vanessa Benjamin - Pastoral Support Officer

Term Dates 2025-2026

Term	Start	End
Autumn Term 1	Monday 1 st September 2025	Friday 24 th October 2025
Autumn Term 2	Monday 3 rd November 2025	Friday 19 th December 2025
Spring Term 3	Monday 5 th January 2026	Friday 13 th February 2026
Spring Term 4	Monday 23 rd February 2026	Thursday 2 nd April 2026
Summer Term 5	Monday 20 th April 2026	Friday 22 nd May 2026
Summer Term 6	Monday 1 st June 2026	Tuesday 21 st July 2026

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Key Dates

Students return to School

Year 7 – Wednesday 3rd September 2025

Year 8, 9, 10, 11 – Thursday 4th September 2025

INSET Days

Monday 1st September 2025

Tuesday 2nd September 2025

Thursday 23rd October 2025

Friday 24th October 2025

Monday 5th January 2026

Monday 23rd February 2026

Friday 13th March 2026

Friday 3rd July 2026

Other:

Wednesday 3rd September 2025 – Year 7 Only – Year 7 First Day

Thursday 18th September 2025 – Year 6 Open Evening – CAB students finish school at 2.10pm

Friday 19th December 2025 – students finish school at 11.50am

Thursday 2nd April 2026 - students finish school at 11.50am

Friday 3rd April 2026 - Bank Holiday

Monday 4th May 2026 – Bank Holiday

Tuesday 21st July 2026 - students finish school at 11.50am

Parent & Other Evenings

Year Group	Date
All Year Group Tutor Evening	Thursday 2 nd October 2025
Year 7 Parents Evening	Wednesday 1 st April 2026
Year 8 Parents Evening	Thursday 5 th February 2026
Year 9 Options Evening	Thursday 15 th January 2026
Year 9 Parents Evening	Thursday 23 rd April 2026
Year 10 Parents Evening	Thursday 12 th February 2026
Year 11 Parents Evening	Thursday 4 th December 2025
Year 11 Parents Evening	Thursday 26 th March 2026

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Entrances to School

A reminder that students must use the following entrances according to their year groups:

- Year 7 & Year 8 – to use the student entrance gate near the Sports Hall
- Year 9, Year 10 & Year 11 – to use the student entrance gate by the staff car park next to the Venue (dining hall)

Lockers

A reminder that our locker doors allow students to lock the locker using their own padlock. All students are issued with a numbered locker, which they can use with their own padlock. We will have a limited supply for sale, however we would suggest that you purchase one for your child to use. The padlocks need to be a maximum of 7mm shackle.

Current Year 11 Exam Collection Information

Result day for current Year 11 students is Thursday 21st August. Students can come and collect their results from 10am to 12pm in the theatre. Just a reminder that these results will be provisional. This means that there is a certain time when exam grades could still change, through re-marking or the appeals process, although this is very rare.

Students will be asked to sign a form if they give permission for remarks or exam scripts to be used for teaching and learning.

If a student is unable to collect their examination results in person due to a family holiday, or other circumstances which prevent them from attending the centre on results day, a representative can be nominated to collect their results on their behalf. This request needs to be made in writing to silvia.jacob@clf.uk clearly detailing the person who will be collecting their examination results. This individual should also bring a form of photographic identification when collecting the results.

Students can collect their actual certificates from school from Monday 24th November until the end of April 2026. Students need to do this in person or send an email to silvia.jacob@clf.uk stating that a family member has permission to collect them on their behalf. Unclaimed certificates will be kept for a period of 12 months from the date of issue. We do not keep copies of certificates, so these must be kept safe by the student as replacement certificates will be charged for by the exam boards.

Uniform

Thank you for your support in ensuring our students are meeting our high expectations about school uniform. We wish to continue to build a culture where all students take pride in their presentation to show they are ready for their day of learning. As you will see below, we have taken on board student and parent feedback, and our uniform policy allows plain black trainers to be worn. Crocs or sandals are not allowed.

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To clarify, full school uniform students require is as follows:

- **City Academy Tie** – purchase from Price and Buckland
- **City Academy Black Jumper** – purchase from Price and Buckland
- **White shirt/blouse** – can be purchased anywhere
- **Black Trousers or knee length skirt** – can be purchased anywhere
- **Black shoes or plain black trainers** – can be purchased anywhere

The website for Price & Buckland is here - <https://www.pbuniform-online.co.uk/cityacademy>

The school PE Kit we require is as follows:

- Red long socks
- Red PE T shirt or polo shirt with school logo – purchase from Price and Buckland
- Red PE jumper or long-sleeved games top
- Black shorts or black skirt
- Plain black tracksuit bottoms or plain black sports
- Trainers and football boots with studs or moulded studs – can be purchase anywhere but must be suitable for 4G pitches.

Students should also have:

- A bag large enough to fit an A4 sized textbook
- A pencil case containing pens, pencils, a rubber, a sharpener and a ruler
- A scientific calculator

Summer Safety

Throughout the summer, children and families are encouraged to visit www.bristolsafeguardingineducation.org/staying-safe-out-of-school/

This page contains resources for parents/ carers, teenagers and younger children on how to keep themselves safe over summer, both in the community and online.

Community members are also advised to report any community concerns or tensions using the form on this webpage <https://www.bristolsafeguardingineducation.org/local-safeguarding-services/community-safety-teams/community-safety-share-information-tactical/>

Summer Bus Travel

From 19th July to 5th September, all children under 16 can travel for free on buses across the West of England (WECA scheme). No ticket or pass is required – we are encouraging families to plan activities using public transport to keep children mobile, included, and supervised

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Bromcom and Parent App

As you are aware, last year we changed our management information system (MIS) to Bromcom. Our MIS underpins all aspects of the school's data processing systems. This has been a successful transition and a lot of work has been undertaken in the background to ensure our data is correct and the system is working successfully.

Last year we also launched the parent portal and App, called MyChildAtSchool (MCAS). This allows parents to view their child's academic performance in real-time and access to your child's Attendance, Timetable, Assessment and Behaviour.

Here is a link to the letter which explains how to register for an account if you do not already have one:
[MCAS Letter](#)

You should already be receiving regular emails from our CABinfo@clf.uk address. If you are not, this means we do not have an up to date email address for you – can you please email CABinfo@clf.uk as soon as possible with your name, child's name and your email address, and we will ensure this is updated.


Return to School

We look forward to seeing all students in September.

Our new Year 7s return to school on Wednesday 3rd September 2025 – on this day, please can Year 7s go to the Sports Hall entrance to be registered.

All other year groups return on Thursday 4th September 2025.

Thank you for all your support this year, have a wonderful summer.



Ben Tucker
Principal, City Academy

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