

12th January 2022

Dear Parents/Carers,

I would firstly like to send my well wishes to you and your families as we enter the New Year.

This term, I am writing to remind families of the expectations we continue to have of students at City Academy. We are pleased that standards across the Academy have improved this year, and we thank you for supporting your child and us with helping to achieve this. The information below details a list of reminders about how we can best ensure your child has a positive CAB experience.

Standards and expectations at City Academy

At City Academy, we continue to expect that all students:

- Attend school and lessons on time
- Be smartly dressed and ready to learn
- Respect themselves and everyone else at CAB
- Positively contribute to the CAB community
- Listen to and follow all instructions given by members of staff

This enables us to create a culture of belonging for all students, where they are best supported in maximising their potentials, both inside and outside of the classroom.

This term will see a launch of our new rewards strategy, where there will be a strong focus on student recognition and achievement to support a sense of belonging. Please encourage your child to make the right choices and adhere to the expectations listed above. On the occasions where expectations fall short, we will continue to sanction students appropriately.

Uniform

Your child should be attending school in full uniform each day. Students being smartly dressed sets the tone for the day and shows that they are ready to engage in learning at City Academy.

Grit, Honesty and Team Spirit

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

- White shirt/blouse – Can be purchased anywhere
- School tie – Must be ordered online ([click here](#)) or purchased at our reception (£7)
- Black trousers or skirt – Can be purchased anywhere
- Black non-branded footwear – Can be purchased anywhere
- School bag
- PE kit – Purchased [online](#)

Students will be required to access our Swap Shop to borrow items on occasions they do not come to school in full uniform. This will be followed up with a phone call home to make you aware. Please support your child in attending school wearing appropriate uniform. We are also here to help – if you do need support or help with purchasing uniform, please contact Vanessa Benjamin (vanessa.benjamin@clf.uk or 0117 954 2853).

Jackets, hoodies, hats, mobile phones, head/EarPods should not be visible or worn when inside the academy building. Academy staff **will** confiscate these items, and students will not get them back until the end of the school day.

Attendance and punctuality to school and lessons

Our breakfast club begins at 7.45 each morning. Our main school gates open at 8:30am to support students attending tutor time for 8:40am. All students should attend school each day and on time. If your child is unwell, please contact our school reception before the start of the school day.

Students should also attend and be punctual and attend each lesson to ensure they maximise their learning experience. Students who truant one lesson will receive a 1-hour detention, and at risk of suspension if they truant on more than one occasion during a day.

If you have any questions, please get in touch with your child's Tutor, if you do not have an email address for your child's Tutor, please email cabinfo@clf.uk

Thank you in advance for supporting us and your child in having high expectations at City Academy.

Best regards,

Nathan Richardson
Assistant Principal of Culture & Ethos – KS4

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