



an academy to be proud of

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Dear Families, Parents and Children,

It was really good to meet you earlier this week. We trust that your child enjoyed their taster sessions with us at Armfield Academy and is looking forward to attending full time classes on Monday 17th September 2018. The staff and I, including our Year 7 students, all believe our academy will be complete when the Early Years children start on Monday; the 'All Through Academy' we have worked so hard to achieve starts in earnest.

Basic Information for the first week:

- Early Years Children start Armfield Academy at 8:50AM
- Early Years Children finish Armfield Academy at 3:05PM
- Families and children should arrive via the main double-sided entrance on Arnold Avenue, not the Year 7 Gate (staff will be positioned to advise you).
- The main double-double sided entrance will be open from 8:35AM and 3:00PM respectively.
- Children will have the opportunity to play in this area for a short while prior to the day starting.
- Ms Jan Shepherd and her team will be there to greet the children and welcome them to their reception classrooms.
- Lunchtime arrangements have already been communicated to families, parents and carers.

Breakfast Club and Afterschool Club:

I would like to remind parents and carers that Breakfast Club and Afterschool Club will start from Monday 17th September 2018.

- Breakfast Club and Afterschool Club will be located in one of our new Nursery classrooms, which is not in use at the present time.
- Families and children making use of the Breakfast Club facilities will need to access the appropriate Nursery Classroom, via the front of the Academy; the gate to the right of the Main Reception just off Lytham Road.
- My Staff and I will be present in Hi-Viz to guide parents as appropriate.
- The Gate will be open from 7:55AM for an 8:00AM start.
- BREAKFAST CLUB runs from 8:00AM to 8:50AM for the start of the school day.
- Students attending breakfast club will simply move across the corridor into the Reception Classrooms when the school day starts.
- AFTERSCHOOL CLUB will run from 3:05PM to 5:30PM.
- The Gate will remain locked through the day and will not be opened until 5:25PM for a 5:30PM Finish; parents and carers will fully appreciate that this is a safeguarding procedure.
- Parents are reminded that our facility is staffed between the hours described above; it is important that parents collect their child at 5:30PM promptly.
- In the event of unforeseen circumstances where parents or carers may experience difficulties in collecting their child at the end of the day the academy needs to be informed as soon as possible in order that we can make a temporary accommodation to support your child.

Finally, as promised when the children are settled it is my intention to organise an evening where parents will be able to come into Armfield Academy, meet with my staff and I, tour the Academy and of course check on the progress of your children. The senior team and I are currently looking at various dates, naturally I will write to you with a formal invitation in due course.

I look forward to working partnership and once again I thank you in advance of your continued support.

Kind Regards

Mark Kilmurray BA (Hons),
Head of School

