



an academy to be proud of

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31<sup>st</sup> August 2018

Dear Parents/Carers and Students,

On behalf of our entire staff, we would like to welcome you to your brand-new school; Armfield Academy. It is with tremendous honour and much enthusiasm that on behalf of all our staff I welcome you to the start of the new academic year, your transition into Year 7 and of course your new school with all its amazing facilities and classrooms. As parents you will fully appreciate it has been a long journey but we have finally got there... and on time! I would like to take this opportunity to thank the building company Conlons for their efforts in ensuring Armfield Academy is ready and open to receive children on the 3<sup>rd</sup> September 2018. Much planning, CONSTRUCTION and hard work has gone into preparing for a successful first school year. Over the course of this week my staff and I have been busily preparing classrooms, organising resources, planning lessons and getting familiar with the school ready to deliver great lessons to the students when they arrive on Monday 3<sup>rd</sup> September 2018.

Basic Information for the first day:

- We anticipate Year 7s will arrive early for a prompt start at 8:50AM (*no one should be late on the first day!*).
- Students should arrive via the side entrance on Arnold Avenue, next to the bicycle store area.
- Staff will be positioned all around the Academy in Hi-Viz, directing the students to the main hall where they will be met by their form tutors and registered appropriately.
- Students should arrive in full Armfield School Uniform ready to learn.
- In terms of Lunchtime Arrangements: If your preferred choice is a school meal, **ParentPay will be available and username and passwords will be sent by post** however cash will be accepted for school meals, this will need to be put on the dinner account by the student through the pay point machine - the children will all be issued with a 4-digit PIN number. This is standard practice in secondary schools; It enables children to take responsibility and moreover get to grips with the system and learn their individual PIN numbers. If your child is entitled to free school meals please ensure that we are informed. Alternatively, children may bring in a packed lunch but parents must be aware that high energy drinks are not allowed at Armfield Academy or any of our other FCAT schools.
- The day will be structured like any normal day in a high school. However, for the first part I will be speaking to all of the students, which will be followed by a tour of the school (get to know where things are), their form rooms and tutors together with basic Health and Safety arrangements; Fire Muster Points, Photographs for the Academy's internal systems and protocols etc. By Period 4, approximately 12:10PM, the students will be ready to attend their first lesson, which will be followed by lunch and then finally Period 5, which will bring the first day to a close at 3:05PM.
- Parents please note that PE is not delivered on a Monday so there is no requirement to bring PE kit. Coats, bags and equipment are required.

Finally, I would like to thank all parents and carers for your continued support and understanding whilst Armfield Academy remains under construction. We have an incredible Academy, which truly is "An Academy to be Proud of". When the students are settled in it is my intention to organise an evening where parents will be able to come into Armfield, meet with my staff and I, tour the Academy and of course check on the progress of your children.

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

Yours faithfully,

Mark Kilmurray BA (Hons),  
Head of School

