



St Edmund Arrowsmith Catholic High School

Prepare the way of the Lord

Rookery Avenue,
Ashton-in-Makerfield,
Wigan, WN4 9PF
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Web: <http://www.arrowsmith.wigan.sch.uk>
Headteacher: Mr. M. J. Dumican
B.A. (Hons), PGCE, NPQH, MSc, MEd

6 September 2022

Dear Parent/Carer

On behalf of everyone at the school I would like to extend a very warm welcome to the new school year.

I thought that it would be a good time to remind existing parents and introduce new parents to some key information to ensure a smooth start to the term.

- The main source of information about school routines is on our website, which you can access by clicking this [link](#). There is a dedicated section for 'Parents' which you will find particularly useful. We also tweet lots of school news on our twitter feed @SEACHS1961 please follow us to keep up to date with all the wonderful achievements of our pupils. If your son/daughter travels to school by bus, you may find the 'Travelling to/from school' section under the 'Parents' link particularly useful.
- If you or a family member use a car for school transport, could I politely ask that Rookery Avenue is **not** used as a drop off/collection point at the start/end of the school day. This is to reduce congestion and potential accidents when cars reverse into Ramsey Close. Our designated dropping off and collection point is **St Oswald's Church car park on St Oswald's Road**, this is less than 5 minutes walk to/from school. Please do not park in the neighbouring streets around the school to minimise complaints we receive regarding parking across drives and restricting access for residents.
- For increased security, new school gates have been fitted at the entrance to the school on Rookery Avenue and they will be closed between 8.25am and 3.15pm. If you need to pick up your child during the school day for a medical appointment etc. please use the intercom at the gate and you will then be able to walk to reception where your son/daughter will meet you.
- As you are aware, I would much prefer a situation whereby no pupil came into school with a mobile phone, but I completely understand that many parents want their child to have a mobile phone for safety reasons whilst they travel to and from school. If you want this for your child, I politely request that you have a conversation with them to explain how important it is for you that they only contact you on their way to and from school. In other words, they **MUST TURN THEIR MOBILE PHONE OFF** when they **WALK INTO SCHOOL** and **ONLY TURN IT BACK ON AGAIN WHEN THEY WALK OUT OF SCHOOL**. This is the only way you can be sure they will not have their mobile phone temporarily confiscated. If you need to contact your son/daughter during the school day, please either send a message via Synergy, or an email to enquiries@arrowsmith.wigan.sch.uk or telephone the school office (01942 728651). We will then get the message to your child as soon as is practicable. If your child needs to contact you during the school day they can do so at the Pupil Services office.

The only exception to our mobile phone policy would be in very rare circumstances if students are given explicit permission to use their mobile phone by their teacher. An example of this was last year when we used two-factor authentication to log in to the computers following the cyber-attack. In the rare circumstances when we need to use two-factor authentication we will inform you in advance.

Hopefully you will have all the information that you need to ensure your child is well equipped for the start of our new school year. If you are unsure about anything or need clarification, please do not hesitate to contact school. The telephone lines can get very busy and you may have to leave a voice message, therefore, it may be best to send an email to the office or use the contact form on the website or send a message via Synergy and a response will be actioned at the earliest possible convenience.

Finally, I would like to thank you all for ensuring your child has come into school on the first day immaculately dressed in the correct school uniform. Your support on everything is hugely appreciated, but particularly on keeping the very high standards that we have on uniform and personal presentation. I very much hope that this will continue throughout the year and hope that we can rely on your continued support as we maintain these standards, which is always greatly appreciated.

Please remember that if you or your child are struggling with any aspect of school life, do not hesitate to get in touch with us and we will do our very best to help.

Yours faithfully

A handwritten signature in blue ink that reads "M.J. Dumin". The signature is written in a cursive style with a long, sweeping underline.

M J DUMICAN
Headteacher