



19/07/2024

Dear Parent/Carer,

I am writing this letter to introduce myself to you as your child's Learning Manager for the next academic year. It is my pleasure to lead this year group, raising standards, expectations, progress and attainment and the overall well-being of learners within the year group.

I know that the start of a new academic year can be both exciting and daunting for children. I would like to take this opportunity to reassure you that the pastoral team and curriculum leaders will work together very closely and are always available to support learners across different year groups.

I have worked within the Pastoral Team and the Academy in previous terms, giving me good knowledge of what is required to support our new learners who are due to be within my year group. I have had the privilege of working in primary and secondary schools as a member of the PE Department and also experience as a Pastoral member of staff. During my time in these positions, I have been responsible for overseeing the academic and personal development of learners in a specific year group. These roles have allowed me to utilise my strong organisational skills, as well as my ability to build positive relationships with learners, parents, and staff members. I have also worked in the United States of America as a Sports Coach, adding to my breath of expertise. I have enjoyed the challenges and rewards that come with supporting and guiding learners through their secondary school journey, and I am confident in my ability to make a positive impact as a Learning Manager.

I hope that this gives you reassurance that I have the necessary skillset to support your child with their needs and I will make it my priority to ensure that I am available to provide the right level of support.

My aim is to celebrate success across the year group; perfect uniform, excellent manners, a positive attitude to learning, excellent academic results, kindness and compassion to others and being resilient. There will be a reward system whereby your child receives a weekly Friday rewards ticket based on behaviour, merits and attendance.

The new academic year and term will be an opportunity for a new journey, teachers, subjects, homework and friends which will take a fair amount of getting used to before feeling comfortable. Some learners will adapt quickly to all the changes, and we hope that your child is one of them, but some will need to lean on the support systems that we have





in place. As your child's learning manager, I will be supporting all learners through this journey to secure life chances daily.

To help your child prepare for the new academic year, it is important to start the new term strong, please see below.

Uniform expectations:

Our uniform is currently supplied by Crested School Wear, Churchill Shopping Centre, Dudley 01384 918 330. For Years 8 to 11, blazers can be purchased in store or online via the Crested website www.crestedschoolwear.co.uk.

All learners are to wear full uniform smartly. Please ensure your child's top button is done up, shirt is tucked in, and skirt is not rolled up at the waist. The following items are mandatory items of our school uniform:

- St James Academy black blazer with school badge to be worn at all times.
- Plain white shirt (long or short sleeved).
- St James Academy tie.
- Plain black **tailored** school skirt or trousers - straight leg, straight cut (slightly flared or boot cut are acceptable). Slim/skintight fitting trousers are **not permitted**.
- Black socks or black tights.
- Plain black hard sole leather polishable school shoes (see image below for guidance on school shoes).
- Black v-neck jumper (this is optional to wear under your child's blazer). Round neck jumpers or zip up jumpers or jumpers with logos etc are **not permitted**.
- All learners must come to school with a backpack (at least the size of an A4 document, other types of bags are **not permitted**.)

We are relentless in ensuring the highest of standards for our learners and this includes their uniform. Learners can:

- Wear one stud earring in each ear
- Wear a watch

We do not permit:

- False nails or eyelashes, facial piercings
- Hoodies on the school site
- Converse, trainer or ankle boot type footwear.

Equipment:

- Pencil case - this should include the following items: black, red, and green pen, pencil, ruler, rubber, calculator, highlighter pen and colouring pencils.





- Learners should not bring pencil sharpeners, scissors or protractors.

The academy is committed to further enhancing the ethos and culture of raising aspiration and achievement. **From September ALL learners will be required to carry a backpack. Shoulder bags / cross body bags etc will not be allowed.**

Arrangements for the beginning of the new term - September 2024

We look forward to welcoming **all** learners for a strong start to school on **Tuesday 3rd September**.

- Year **7** learners are to arrive **before 8.40am** (from 8.15am) through the front car park for line up.
- Year **8**, Year **9** and Year **10** learners are to **arrive at 10.40am** through the blue gate for line up on the basketball court.
- Year **11** learners are to **arrive at 9.00am** through the front car park for line up.

It is my pleasure to be embarking on this journey with you all and supporting your child through their next phase of learning.

Finally, please check out the Academy's Newsletter and Uniform Information Sheet – a physical copy of which has been provided to learners and a digital version is also available on our website.

Have a lovely and safe summer break. If you need to contact the academy, please email: **general@stjamesacademy.org.uk** (please be aware that, due to the holidays, responses may be slower than usual).

Kind regards,

H. Dunne

Mr Dunne
Year 9 Learning Manager

