

12th September 2017

Dear Parent/Carer,

I am delighted to be writing to you at the start of a new term and would like to extend a warm welcome to all parents especially those new to the school. Our new year 7 intake is full with 330 students. The growing popularity of Phoenix over recent years is undoubtedly due to the improving examination results and outstanding new building and facilities now available to students. Thank you for choosing us for the provision of your child's secondary education, at Phoenix we are committed to offering every child an education that meets their individual needs and is second to none.

As the new academic year starts, I would like to take the opportunity to update you on some of the recent changes we have made around school and others being introduced this term.

EXAM RESULTS

It was another successful year this August as our GCSE and A level students collected their examination results. It was pleasing to see the success of our students especially as they were the first cohort to receive the new GCSE and A level points grading system this year.

Both GCSE and A level results improved on the 2015/16 figures. All 6th form students who wanted to pursue a university course were successful at getting their places. Also, it is really good to see so many of last year's year 11 students return to 6th form as anticipated. We are again this year, the best 6th form in Sandwell for student progress.

WEBSITE

May I remind you that the school website hosts a wealth of information and is worth setting as your home page to help remain in touch. You can find us at www.aspirebelievesucceed.com. School and staff contact details can be found here, as well as important announcements and lots of 'latest news' – check out the summer edition of the newsletter! If you think that we have overlooked any particular information on the website, please let us know.

TERM DATES

I have taken the opportunity to provide you with full details of our term dates for this academic year on the reverse of this letter, however I would like to remind you that as part of our drive to become an outstanding school, we will be closed to students on three dates in the year, to allow for staff training; the first occasion being **Tuesday 3rd October**. We will also be closing at the end of period 4 (1.15pm) on **Tuesday 19th September** to allow staff to prepare for the Year 6 Open Evening. Grab bags will be made available to students eligible for free school meals before they leave on that day.

UNIFORM

May I once again stress to parents/carers the importance of students correctly wearing the full school uniform. A full uniform list (including PE kit) is available on our website, under the 'Parents & Carers' section. There are also details of where to buy uniform and direct links to our suppliers.

All students should bring a warm, waterproof coat or jacket if required. Hoodies are not acceptable as an outdoor coat.

Non-natural hair colours are not allowed. Body piercings and jewellery are not allowed with the exception of a single pair of plain stud earrings worn one in each earlobe.

Students should be wearing their house tie in the appropriate colour.

Name of House	Colour	Head of House
Alder	Light Blue	Mrs L. Selwood
Beech	Yellow	Mr L. Stevens
Juniper	Purple	Mrs J. Foster
Maple	Green	Mrs J. McCann / Mrs H. Conway
Oak	Gold	Mr R. Gibbs
Rowan	Red	Miss S. Patel
Willow	Dark Blue	Mrs S. Roberts

If there are any queries on items of uniform, please contact your child's Head of House for further advice. Thank you for supporting the school uniform policy and ensuring that Phoenix students are amongst the smartest in Sandwell.

PUNCTUALITY

We are keen to ensure that students continue to arrive punctually to school and lessons throughout the year. Students should aim to arrive at school by 8.30am and no later the 8.40am. Lessons start at 8.45am. Can I thank you for your support in ensuring that your children leave home in good time to arrive at school on time?

DETENTIONS

To improve the efficiency of our detention system and to reduce the time taken to issue and monitor detentions, we intend to implement a 'same day, no notice' detention system with immediate effect. Detentions will be recorded electronically on our 'Class Charts' system and will start at 3pm each day on the day they are issued. This will inevitably result in some students arriving home late, although it will not affect students who are well behaved and work hard. Parents/carers can contact their child's Head of House to enquire whether he/she is in detention.

ELECTION OF PARENT GOVERNOR

We now have two vacancies for the role of parent governor on the Phoenix Governing Body so an election is now needed to fill these vacant posts.

Parents interested in becoming a Governor should complete the enclosed self-nomination form at the bottom of this letter, and return this to the school office by **3.00 pm Friday 29th September** in a sealed envelope addressed to the clerk to governors and marked Parent Governor Nomination. In addition you should include a brief statement in support of your application which will be circulated to all parents, and placed on our website, should there be a need for an election. **This statement must not exceed 350 words.**

CHANGE OF THE MOBILE PHONES SCHOOL POLICY

As you are aware, the use of mobile phones by students on the school site is banned and yet despite this, there have been a number of occasions last year when they have been used to disrupt lessons and bully other students. Clearly this is intolerable and as a result we intend to clamp down on their use in school with immediate effect by reviewing our policy.

Students in possession of a mobile phone should turn it off before entering the school site each morning. It should remain switched off until the end of the school day at 3pm. Students found to be using their mobile phone in school will have it confiscated. The wearing of earphones will be deemed use of a mobile phone and both items will be confiscated.

The only exception to the above is when students hand in their mobile phone and other valuables at the start of their PE lesson for safekeeping. Although we have explained that this is not an excuse for them to check their messages/social media etc. Doing so will result in its confiscation.

Where a student's phone has been confiscated it will be returned to them as follows:

- On the first occasion students will be able to collect their phone from the school office at 3pm on the same day.
- On the second occasion the phone will only be returned to the student's parent/carer. The phone can be collected from the school reception after 3pm the same day.
- Students whose phone is confiscated for a third time in a year, must arrange for parents to collect it after 3pm from the school reception, seven days (**five** full school days) after it was originally removed.
- The length of confiscation of a student's mobile phone due to a fourth incident will be at the discretion of the Headteacher.

Students refusing to pass their phone to a member of staff when asked to do so, will be considered defiant, and treated accordingly.

Parents wishing to contact their child during the school day should do so via the school reception – 0121 588 8384. Likewise, students who need to call parents during the day can do so by seeking the permission of a teacher or their Head of House.

I would be delighted not to have to confiscate a single mobile phone, but that will depend on students making the right choices. We have held assemblies with all students this term to explain our expectations of their behaviour around school including the use of mobiles. I am seeking the help of parents/carers in supporting this policy and eradicating the many problems that the inappropriate use of mobile phones generates.

I have made available on the school website a document which sets out the legal basis upon which the school can confiscate.

KEY DATES FOR AUTUMN TERM 2017

Monday 18 th to Friday 22 nd September 2017	Year 6 open week
Tuesday 19 th September 2017	Year 6 open evening (4.00-7.30pm) Early closure to students (1.15pm) to allow staff to prepare for evening
Tuesday 3 rd October 2017	School closed to students for inset day
Thursday 5 th October 2017	Year 11 motivational evening (6.00-8.00pm)
Monday 16 th October 2017	Years 7, 10 & 12 settling in meetings (5.00-7.00pm)
Monday 23 rd October 2017 to Friday 27 th October 2017	Half term holiday
Tuesday 14 th November 2017	Key Stage 5 open evening (6.00-8.00pm)
Friday 24 th November 2017	School closed to students for inset day
Monday 4 th December 2017	Year 11 parents' evening (4.00-7.00pm)
Thursday 21 st December 2017 to Monday 1 st January 2018	Christmas holiday
Tuesday 2 nd & Wednesday 3 rd January 2018	School closed to students for inset days
Thursday 4 th January 2018	Students return to school

Thank you for your continued support.

Yours faithfully



Gary Hill
Head teacher



Mike Smith
Associate Head teacher



Phoenix Collegiate school term dates and holiday 2017/2018

Autumn term 2017

- Students return to school: Wednesday 6 September 2017
- **School closes early** on Tuesday 19th September at 1.15pm, to allow staff to prepare for Year 6 Open evening (4.00-7.30pm)
- Inset day: Tuesday 3 October 2017 (**school closed** to students)
- Half term holiday: Monday 23 October to Friday 27 October 2017
- Twilight payback day: Friday 24 November 2017 (**school closed** to students)
- **Term ends:** Wednesday 20 December 2017
- Christmas holiday: Thursday 21 December 2017 to Monday 1 January 2018

Spring term 2018

- Twilight payback day: Tuesday 2 January 2018 (**school closed** to students)
- Inset day: Wednesday 3 January 2018 (**school closed** to students)
- **Students return to school:** Thursday 4 January 2018
- Half term holiday: Monday 19 February to Friday 23 February 2018
- **Term ends:** Thursday 29 March 2018
- Easter holiday: Friday 30 March to Friday 13 April 2018

Summer term 2018

- **Term starts:** Monday 16 April 2018
- Bank holiday: Monday 7 May 2018 (**school closed** to students)
- Half term holiday: Monday 28 May to Friday 1 June 2018
- **Term ends:** Friday 20 July 2018
- Summer holiday: From Monday 23 July 2018

PARENT GOVERNOR SELF NOMINATION



I wish to nominate myself for the post of Parent Governor. I am a parent/carer* of a child currently at the school and enclose a brief statement (no more than 350 words) that I agree to being published should there be a need for an election.

Name..... Child name and form.....

Signed..... Date

Please return along with your statement to school office for the clerk to governors **by 3.00pm on Friday 29th September.**

**Delete as appropriate*