

HOLBROOK ACADEMY



Headteacher: Thomas Maltby BA (Hons), MA, NPQH
Deputy Headteacher: George Anstee-Parry

2nd September 2022

Dear Parent/Carer,

I am writing to you to confirm the arrangements for your child's first day at Holbrook Academy on Monday 5th September.

Arrival at the Academy

Pupils, whichever way they arrive on the school site, will be greeted by staff and directed to the main hall on arrival for their first assembly. Parents/Carers who drive their children to school should not come on to the main school site unless there is a specific reason ie medical issue which must be agreed in advance. We encourage you to use the car park next to the Compasses Pub in Holbrook to drop off your child and have arranged for a member of staff to walk with the students to the school. Please drop off by 8.20am to make use of this 'walking bus' option.

Many students travel by bus to the Academy. Year 7 students should sit downstairs on the bus and listen carefully to any instructions given by either the driver or the Year 11 Bus Prefects on each bus. This will ensure safe travel for everyone.

Form Tutors

A reminder of your child's Form Tutor:-

Alton - Mr Xenakis (Room 2)
Deben - Mr Bartholomew (Room 6)
Gipping - Ms Keinzley (Room 18)
Orwell - Ms Whiting (Room 11)
Stour - Mrs Love / Mrs Darby (Room 30)

Equipment for the day

Pupils will need a fully equipped pencil case. They do not need their PE kit on the day.

Lunch and snacks

The school canteen will be open and pupils can use this if you have added funds to your child's School Gateway account or if your child is entitled to free school meals. Otherwise, your child will need a packed lunch and a snack for break time. All students are advised to bring their own drink in a resealable bottle, which can be refilled at the water fountains around the school.

Pastoral Care

Throughout the day, the pastoral team will support the Year 7 pupils. We hope that they have a wonderful first day but if there are any issues, the pastoral team will be on hand to provide emotional and practical support.

We are all very much looking forward to welcoming your child on their first day.

Yours sincerely

Mr G Anstee-Parry
Deputy Headteacher

