

September 2026

Dear Parent/Carer

As we begin the new academic year, we would like to remind all families of the importance of ensuring that students arrive at school each day fully equipped and ready to learn.

As a minimum, every student should bring:

- A black or blue pen
- A pencil
- A ruler
- Their school journal, which contains their timetable and other important information

Being properly equipped helps lessons start promptly and students engage fully, while developing the organisational skills that are essential for success both in school and beyond.

Last year, the Academy provided and lent a significant amount of equipment to students. Unfortunately, much of this equipment was either not returned or was returned damaged, resulting in considerable cost to the Academy. These costs reduce the resources available for teaching and learning and are not sustainable. Therefore, this year, we are setting out a clear expectation that students are responsible for bringing their own equipment to school each day.

To support families, we will be operating an online equipment shop, where essential items can be purchased at low cost, including:

- Pens – 30p each
- Pencils – 20p each
- Small rulers – 30p each

Students who have purchased items online will be able to collect them on their way into school each morning.

We also ask students to take care of any equipment that is borrowed. Where school equipment is lent to a student and is subsequently lost, not returned, or damaged, the Academy reserves the right to seek reimbursement for the cost of replacement. We will not sanction students if they forget their equipment but will log this as a concern on Arbor and may contact you to discuss the matter further.



We appreciate your support in helping your child arrive prepared for learning each day. Having the correct equipment may seem a small detail, but it makes a significant difference to students' readiness to learn and their success in lessons.

Thank you for your continued support.

Yours faithfully

A handwritten signature in black ink that reads "Rachel Garlick".

Mrs Rachel Garlick
Head of Secondary