

8 September 2023

Dear Parent/ Carer

Firstly, I trust you all had a good summer break.

We are delighted to have welcomed back students in Years 8 to 11 this week and are excited to formally welcome our new Year 7 students, as well as students joining from other schools, into our community. I feel hugely privileged to have taken on the role of Principal for The City of Peterborough Academy. Having been the Deputy Principal at CoPA since June 2020, I have already met many of you and now look forward to building good relationships over the coming weeks and months.

At the start of a new academic year, I would like to use this opportunity to bring to your attention various matters. I hope you will find it useful to have summary information in one place.

Examination Success

We are hugely proud of our Year 11 Student Leavers who gained great results for GCSE and Vocational subjects in August. **The students excelled themselves with 62% of all grades awarded being graded at 9 – 4, or equivalent.** This is a great testament to the hard work of everyone concerned, particularly bearing in mind the challenging times students have faced over the last few years, and the return to normality after Covid. These students are now attending Sixth Forms, Colleges or Apprenticeships across the city and we wish them every success in the next stage of their lives.

Student Photographs

I can confirm that student photographs for this academic year will be taken next week, on Monday 11 September 2023. Photographers will be taking photos of Years 7 and 9, as well as any other students who are new to the Academy. Photographs will be available to purchase directly from the Photographer. Information on how to do this will be included with your child's photo proof once available.

School Attendance

Maximising attendance remains a priority for the school. There is an expected minimum attendance target of 97% attendance for all students. To support your child to achieve this, you will be made aware if attendance is becoming a concern, e.g., when attendance falls to 97%. By raising awareness early, we hope to prevent attendance falling to the 90% threshold, at which point schools are duty bound to follow up and could instigate legal action for non-attendance. Your support in helping raise the profile of good attendance would be very much appreciated.

Updating Contact Information

Each term the Academy will contact you to check if the details we have on file for you and your child(ren) are still current. This provides an opportunity for you to update any areas that may have changed since the last check, if not already done so, such as address, telephone number and/or email address. This is particularly important so that we can contact parents/ carers in the event of an emergency or first aid issue.

Should your details change throughout the term, please do keep us informed by accessing our Change of Details Form via our website, which can be found [here](#).

Emergency First Aid and Medical Conditions

The Academy always ensures that First Aid trained staff are available should the need arise. It is vital we know about any medical conditions your child may have, including any changes or updates on this information e.g., allergy, asthma, EpiPen use etc. Changes can be updated via the Change of Details Form noted in the previous section. You are also welcome to email us/ forward any medical letters containing details to cpa_enquiries@cityofpeterboroughacademy.org where we will ensure all relevant staff members are kept updated on your child(ren)'s condition.

Should your child(ren) require medication throughout the school day we will need you to complete our Administration of Medication Form providing details and giving permission. You can request this in person at the Academy reception, or by emailing us: cpa_enquiries@cityofpeterboroughacademy.org. Please note, students are not permitted to carry any medication on their person, with the exception on asthma pumps, EpiPen's or anything specially agreed with the Academy directly. All medicines will be held by our designated First Aider for health and safety reasons (refrigeration is available for items requiring this).

Parents Evenings 2023/24

Please see below advance warning of the dates for Parents' Evenings this year. Please be aware that some of these take place virtually and some in person, indicated below. Further details regarding each event will be communicated to you closer to the event date, including information regarding the appointment booking system.

Year 7	In person	Wednesday 4 October 2023 – Meet the Tutor Evening
	Online	Monday 24 June 2024
Year 8	Online	Monday 22 April 2024
Year 9	In person	Monday 15 January 2024 – Options evening
Year 10	Online	Monday 5 February 2024
Year 11	Online	Wednesday 29 November 2023
	In Person	Monday 18 March 2024

Uniform

It has been a very hot week in school this week, and I would like to thank you for your support in sending your child(ren) to school in PE kit shorts if this was more comfortable for them in the heat.

The temperatures are forecast to drop significantly next week; therefore, **all students will be expected to attend school in full school uniform from Monday 11 September 2023**. Please support us in ensuring your child is wearing the appropriate uniform as stated in our policy. The uniform policy can be found on our website, you can access this by clicking [here](#). If you require any support with uniform, please contact us on cpa_enquiries@cityofpreterboroughacademy.org.



Year 11 Subject Support after School

Compulsory Period 6 support lessons for Year 11 will start in January 2024. However, many subjects will be offering both voluntary drop-in sessions and invited support for students starting from Monday 18 September 2023. Once this information has been collated, Mr Vaughan will communicate this to all Year 11 students and parents.

Enrichment

The Enrichment timetable has now been published and is included below.

All clubs will start on Monday 11 September, with exception to YDP Boxing with Coach Wayne (commencing Monday 18 September 2023), and Girls' Fitness (commencing Tuesday 19 September 2023). If your child wishes to attend any of the published sessions, they need to go along to the published room at the end of the school day.

ENRICHMENT AT CoPA								
MON	TUE	WED	THU	FRI				
ARTS & CRAFT (ALL YEARS) Miss Hilliard - A34	Y7 & Y8 GIRLS' NETBALL Miss Stevenson, Miss Cook	MEDIA Mr Hammond - B16	STRING ENSEMBLE Miss Plaice - A64	EAL HOMEWORK SUPPORT Miss Weigelt - Garwolinska - A15				
BASKETBALL (KS3) Mr Pearson - Sports Hall	BOARD GAMES (ALL YEARS) Miss Alhadad - B19	EAL BOARDGAMES Miss Barauskiene - A15	ARTS AWARD (INVITE ONLY) Miss Donnell - A82					
BOXING (ALL YEARS) YDP Coach Wayne Sports Hall	CHOIR (ALL YEARS) Miss Plaice - A64	BAND ENSEMBLE Miss Plaice - A64	SCIENCE CLUB (ALL YEARS) Miss Hegde, Mrs Dawali - B48					
	FOOTBALL (Y7 & Y8) Mr Treiving, Mr Pearson	GIRLS' FOOTBALL (ALL YEARS) Miss Stevenson	GEOGRAPHY CLUB (Y7 - Y9) Miss Atkin - A97					
	FOOTBALL (Y10 BOYS' TEAM) Mr Vaughan	PHOTOGRAPHY Mr Paul - A36	MACRAME (ALL YEARS) Ms Gillespie-Béal - B04					
	DUNGEONS & DRAGONS (KS3) Miss Waite - Library	NETBALL (Y9 & Y10) Mrs Lane	FOOTBALL (Y8 BOYS' TEAM) Mr Pateman					
	CHINESE LANGUAGES Miss Elliott - B30	FOOTBALL (Y9 BOYS' TEAM) Mr Pearson	RACKET SPORTS (ALL YEARS) Mr Morris - Sports Hall					
	GIRLS' FITNESS (ALL YEARS) Mrs Lane - Fitness Suite	FIRST LEGO LEAGUE (Y7) Mr Hamington - B34	NETBALL (Y9 & Y10) Mrs Lane					
			FOOTBALL (Y7 BOYS' TEAM) Mr Baines					
			FOOTBALL (Y9 & Y10) Mr Pearson					
			FILM CLUB (ALL YEARS) Mr Swaby - B02					
								
								BE KIND. WORK HARD.

Free School Meals and Pupil Premium Funding

If your child is eligible for 'Free School Meals' and you register them for this, we'll receive extra funding called 'Pupil Premium'. We use this additional money to improve the educational provisions and resources at the school, including funding extra teaching staff, text books, school trips, transport and uniform.

Your child might be eligible if you access:

- Income Support
- Income-based Jobseeker's Allowance or Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on
- Universal Credit, provided you have an annual net earned income not exceeding £7,400 (£616.67 per month)

You only need to register once at the school.

To register, please use the link found on our website - you can access this by clicking [here](#). Alternatively, paper applications can be obtained at the Academy reception. Please note, applications are via Nottinghamshire County Council as we are part of the Greenwood Academies Trust (and they fall within this district).

Key Safeguarding Staff

We have made some changes to our safeguarding staff for this Academic Year. Mrs Warner has now joined this team on a full-time basis, and we have moved all the key staff with responsibility for safeguarding into one area of the school. This has been communicated to all students during my assemblies this week. I have included the safeguarding information flyer below.

If you have safeguarding concerns about your child, or any other child at the school, please contact a member of this team:



If you have a concern relating to the safety of any student at CoPA please speak to one of the following:



				
Mr Baines Deputy Designated Safeguarding Lead	Mrs Warner Designated Safeguarding Lead	Miss Todd Deputy Designated Safeguarding Lead	Mrs Fleming Safeguarding Officer/ Family Key Worker	Mrs Parkinson Safeguarding Officer / Admissions and Attendance Officer

You can also raise a concern via email or online:

- Safeguarding – safeguarding@cityofpeterboroughacademy.org
- Wellbeing – ineedtotalk@cityofpeterboroughacademy.org
- Bullying – <https://copa.thesharpesystem.com/>

Safeguarding @ CoPA

BE KIND. WORK HARD.

And finally...

I hope your child has had a successful and happy first week back at school, despite the ridiculously hot weather. I look forward to working with you to ensure we continue to build a school community we can all be proud of.

Yours faithfully



Mrs N Treacy
Principal