



The  
Oakwood  
Academy

**The Oakwood Academy**

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Headteacher: Mr A Gilbert

3<sup>rd</sup> December 2024

Dear Parents/Carers

As we begin the approach to the Christmas break, I am writing to inform you of some exciting events we have planned for all students and information regarding return to school in the New Year.

In the last week of term, all students will be involved in House Achievement Assemblies, where celebrations for attendance, achievement and participation will be recognised. This has been one of our big drives since returning in September and it is important, we recognise and reward our students who simply do as they should each and every day by demonstrating the Oakwood Student values. In addition, we will also be hosting our regular end of term Golden Ticket Attendance prize draws so fingers crossed that your child wins a prize!

On Thursday 19th December we will be serving a Christmas Dinner to those students who are in the festive spirit.

In addition, we are excited to announce our first-ever Christmas Fair on Thursday, December 19th! The Oakwood Community group has organised various stalls and activities for students to enjoy during lesson time. (one period per year group across the day). Tokens for these activities can be purchased through ParentPay, as our school operates on a cash-free basis.

The Christmas Fair will continue after school from 3:30 PM to 5:30 PM, and we invite you to bring your family and friends to join in the festive fun. Students can spend any remaining tokens then, but we will be accepting cash after school. All proceeds will support our upcoming Activities Week in July 2025.

On the last day of term, we are having an adjusted timetable allowing students to watch our annual Oakwood's Got Talent show. For this event to happen, we are running the school day slightly differently with a 30-minute brunch served mid-morning. All students who receive free school meal will still do so during the brunch sitting. All students finish school at **1pm on Friday 20<sup>th</sup> December**.

As we look to January can I remind all parents/carers that we return to school on **Monday 6th January 2025** – all students should be on site at **8:40am**.

Please ensure that your child is prepared to return to school with full school uniform and full equipment. Following a school holiday, especially the Christmas break, we often see a spike in students wearing jewellery and/or make-up plus other elements of their appearance that is not allowed such as false nails, false eye-lashes etc. Please ensure your child returns to school in an appropriate manner following the school uniform policy so we can start the new year in a positive way.

REDHILL  
ACADEMY TRUST

Equality and Achievement

I would like to remind all parents of our communication strategy with home. We have invested a lot of money in setting up the Class Charts platform. This will, in time, become our principle method of communicating with parents. Thank you to all parents, and students, who have already accessed and are using the Class Charts app to receive regular updates regarding their child/ren. If you haven't yet accessed it please do so ASAP and contact school if you need support in doing so.

A reminder to all parents that we have a clear communication policy in place which you can access on our website, and I ask that all parents read, understand and follow this policy. We have an escalation process and in most cases your contact will be directed to your child's form tutor in the first instance. In addition, please don't come to school without a pre-booked appointment. Staff are extremely busy and will be unavailable to speak to you if you arrive at school with no notice.

Finally, can I remind you of the importance of attending school every day and being punctual both at the start of the day and between lessons. Recent Year 11 examination results and forecast grades for the current year 11 students show that those students who attend school **over 90%** of the time achieve on average **two grades better** than their peers who are persistently absent from school (below 90% attendance). We expect all students to be in school every day and strive for all students to have over 95% attendance. We appreciate your support in this matter.

Thank you for all of your support during the first academic term of the year and on behalf of all staff at The Oakwood Academy I wish you a Merry Christmas and a Happy New Year.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mr A Gilbert', with a stylized flourish at the end.

Mr A Gilbert  
Headteacher