

25th November 2021

Dear Parents/carers,

I hope this letter finds you well. I am writing to you with some updates on our use of Edulink and how it will be used to send information to you. As Edulink is an instant messaging system, it has allowed us to streamline our information to you so that any delay is avoided. The system already tells you about behaviour points and K points so as to keep you in the loop with regard to your students' progress. It also allows us to send you quickly progress reports and homework information.

From today it will also be used to inform of your student having to be removed from a lesson due to behaviour issues and will give notification of a follow up detention. This I hope will keep you fully informed so that you can support us to assist the students to improve upon their individual behaviour. Edulink is now an integral part of our school management system and should you have any issues regarding its use please contact Gavin Stanger on gstanger@ketteringscienceacademy.org and he will be able to assist.

I would like to draw your attention to the necessity of all students having their ID card in school with it suitably topped up to pay for required meals. This is the only way we can manage cashless catering. Cards and lanyards are an integral part of the school uniform and I would impress upon you to please support us with this. Students without either a card or enough funds on the card will not be refused a lunch, however this will still be debited to their account and will consist of a basic sandwich and a bottle of water only to be collected at lunchtime from the main hall. Free school meal students will of course be allocated a full lunch package.

I would also like to clarify the use of toilets during lesson times by students. Our lessons are no more than an hour long and students are free to use the toilet at lesson changeovers, break and lunch times. Teachers are asked to use their professional discretion as to allowing students to use the toilet in lesson time, and this is to be viewed as in an absolutely necessary case only so as to avoid any loss of learning. Any students with specific medical issues will have been issued a specialist pass so as to give them the free access that they require.

I thank you for your support in our drive to improve standards even more and hope we can continue to work together to be the best we can be for everyone.

Yours sincerely



Mr A Segalini

Principal

