



# THE BURGESS HILL ACADEMY

Station Road, Burgess Hill  
West Sussex, RH15 9EA

Our Ref ASE/ESD

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Acting Principal: Mr Anthony Snape

22 July 2021

Dear Yr 10 (going into year 11) parent

As this year draws to a close, I am buoyed by how much has been achieved by the wonderful staff and students at the academy. The newsletter was full of events that have been able to take place despite the challenges thrown at us and it gives me a sense of hope and expectation for the coming year as we move towards a more normal school set up.

We are planning to return to our normal start and finish times of 8:25am and 3:00pm. There are a couple of logistical changes taking place in the school day itself – a slightly longer break and two sittings for lunch – but these are just tweaks to allow us to cope with the increasing numbers of students who are attending school. We are also moving back to students changing for PE lessons. This year they have not been able to experience the full curriculum as we have had to keep them dry and free from mud as they were in the same kit all day. We believe they need to experience the full range of PE activities and so they will need to bring their PE kit with them to school to change in to for their PE lessons.

Also coming out with this letter are some slightly amended school rules. We have consulted with the students and listened to them, as well as taking into account all the feedback we receive throughout the year from all parties in amending these. We hope it helps support parents and students. Should you have any feedback as the year progresses, please pass this on to us.

Students will be dismissed on Friday 23rd July at 12.20. Students in receipt of free school meals will have the opportunity to use their allowance during an extended morning break.

At the end of term, we are saying farewell to Mr Kirkby, who has worked at the school for 20 years, and also to Dr Scorgie, (Head of Science since 2018). We are also saying farewell to Mrs Brady (MFL since 2017), Ms Panther, (Science since 2019) and Mrs Smith, (English since 2019). We would like to take this opportunity to thank them and wish them every success in their future.

On a celebratory note, Richard Frean has completed 30 years of service to the school. This dedication and commitment cannot be underestimated and so I would like to thank him for all the contributions he has made in developing and supporting the school over this time.

As you will have heard in the news, there is to be lateral flow testing to take place on site ahead of the students returning to school. It will be taking place from Thursday 2nd September to Thursday 9th September.

Cont'd...



Here are the details for Year 10's (going into year 11) testing:

Test 1: Thursday 2<sup>nd</sup> September

Test 2: Tuesday 7<sup>th</sup> September

Return to school: Wednesday 8<sup>th</sup> September

We will write out prior to the 2nd September with a specific slot for your son(s)/daughter(s). Should you be unable to make the arranged testing time, then please contact us to arrange an alternative slot. Tests must be between 3-5 days apart so this may impact upon the return to school date.

I'd like to take this opportunity to wish you and your family well for the summer and hope you are able to find time to relax and enjoy the break. We look forward to seeing the students return in September for what should be another wonderful school year.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Snape', written in a cursive style.

Anthony Snape  
Acting Principal

### **Uniform expectations:**

#### **Uniform**

The Burgess Hill Academy blazer\*

The Burgess Hill Academy navy jumper\* (optional)

Plain white shirt

The Burgess Hill Academy grey trousers\* or skirt\*

The Burgess Hill Academy Tie\*

Plain black footwear (no other colour on the footwear including logos and laces should be black)

#### **PE Kit**

The Burgess Hill Academy navy blue sweatshirt OR navy blue 1/4 Zip top\*

The Burgess Hill Academy white polo shirt\*

Navy short or skirt

Sports Trainers

Navy/black tracksuit bottoms (optional)

Navy socks (optional)

Black/navy sports leggings (optional)

Base layers (optional)

The Burgess Hill Academy shower jacket (optional)\*

Uniform is available from the following suppliers:

Uniform (included branded items) for The Burgess Hill Academy is available from Broadbridges, Lynnem House, 1 Victoria Way, Burgess Hill RH15 9NF 01444 242682 <https://www.broadbridges.co.uk/>, or GR Teamwear <https://www.grclubshops.co.uk/burgess-hill-academy-students>

Branded jumpers and blazer are also available from <http://myclothing.com>

\*In the interests of consistency and ensuring that the appearance of the uniform remains one of smartness rather than fashion, these items will have The Burgess Hill Academy Logo and will only be available through our registered suppliers.

### **Rules and expectations:**

#### **Hair**

- Hair should be worn in a tidy manner. Hair should be tied back as appropriate for various lessons and activities such as PE and science for health and safety reasons.

#### **Make-up**

- Light, discreet and natural looking make-up in all year groups.
- No false nails or eyelashes, nail extensions.

#### **Jewellery**

- Any piercings should be studs only (hoops or other piercings are not acceptable for health and safety reasons, they will be confiscated).
- Piercings will be asked to be removed for various lessons and activities such as PE. Students must remove piercings and not tape or request to keep them in due to 6 weeks waiting period when requested. If you fail to follow this instruction sanctions will be set.
- Jewellery is not to be worn in the academy this includes rings, bracelets and necklaces this is for health and safety reasons.

#### Other

- Coats and fashion sweatshirts should not be worn inside the Academy and if seen will be confiscated.
- Skirts must not be rolled up.

#### Substances

- Smoking is not allowed on the Academy premises or while travelling to and from the Academy.
- No cigarettes, electronic cigarettes, lighters or matches should be brought to the Academy.
- No intoxicating substances should be brought into the Academy.
- There should be no aerosols in the Academy.
- There should be no chewing gum in the Academy.
- Canned drinks/energy drinks should not be brought in to the Academy.

#### Valuables

- MP3 players, iPods/iPads, personal stereos, cameras and computer games should not be brought into the Academy or they will be confiscated.
- Mobile phones are not allowed to be used during the school day, unless directed to by staff to support learning. If mobile phones are seen then they will be confiscated.

### Basic Expectations

Below are the basic expectations that we have for all students.

Non Negotiable	Explanation	Sanction
Uniform	Uniform checks are the responsibility of tutors. During form time send students to the Pastoral Hub where necessary for the correct attire. Coats are not allowed to be worn in the building. If a student arrives to a lesson inappropriately dressed please challenge the student.	Logged on Class Charts and negative points given.  Persistent issues will result in a detention.
Ready to Learn	Students are expected to arrive on time, fully equipped and ready to learn for each lesson. Equipment checks are the responsibility of Tutors. Students can buy equipment on Class Charts with their points. Tutors should encourage this	Logged on Class Charts and negative points given.

	(where possible) when students do not have the correct equipment. If a student arrives to a lesson without equipment, please provide equipment and record on Class Charts.	
Punctuality	Students should be on time for lessons. Lateness should always be recorded on Class Charts	Logged on Class Charts and negative points given. Persistent issues with punctuality will result in punctuality report.
Presentation of work	Work should be presented in a manner which reflects the best of a student's ability.	Warnings given by the class teacher. Logged on Class Charts and negative points given.
Homework	Students will complete their homework on time and should be rewarded for doing so.	30 min same day detention after school. Logged on Class Charts and negative points given.
Food and Drink	Inside the building, food and drink (other than water) should only be consumed in designated eating areas (Hall & area outside the Hall). Students may not take hot food from the Hall. All staff should challenge students eating outside of designated areas.	Logged on Class Charts and negative points given. Persistent issues will result in a detention at break or lunchtime.
Mobile Phones, headphones/air pods and hoodies/sweaters.	Students will not use a mobile device inside the school. Mobile devices should be switched off and in bags unless being used in lessons as part of a planned activity. If a student uses their mobile phone during the school day it will be confiscated and placed in the Pastoral Hub. Headphone and hoodies/sweaters are not allowed in school. If they are seen they will be confiscated. Refusal to follow an instruction regarding a mobile phone, headphones or hoodies/sweaters should be treated as defiance – If this is the case, the item should be confiscated and placed in the Pastoral Hub until an agreed time and collected by the student at the end of the day. Persistent or repeat	Confiscation. Logged on Class Charts and negative points given.

	offenders could have further sanctions.	
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