



November 2023

Dear Parents / Carers,

Firstly, I would like to welcome you all back and to thank you for all your continued support during the first half term. It has been a very busy but rewarding start to the school year.

Our new Year 7 students have seamlessly transitioned into secondary school life, and we are proud to witness their growth and adaptation.

Since the start of the academic year, we have orchestrated remarkable events that have strengthened our school community. We were delighted to host a Macmillan Coffee Morning, which not only brought our community together but also raised funds for a noble cause.

Furthermore, our Open Evening was a resounding success, with over 250 families in attendance. Our current students played an instrumental role in showcasing the exceptional qualities of our school. Their enthusiasm and dedication were truly commendable, and you have my personal gratitude.

A notable highlight, we also had the privilege of welcoming local MP, Ian Byrne, who engaged in a spirited Q&A session with our students, fostering an insightful exchange of ideas.

The excitement does not stop here. As we venture into the upcoming term, we have a slew of fresh activities lined up. Starting with our Sixth Form Open Evening which will be taking place on Thursday, November 9th, from 5pm to 7pm, providing a great opportunity for students and parents to explore the possibilities that lie ahead.

We are also eagerly anticipating a visit of Bishop Tom Williams on November 10th, which promises to be an enlightening and enriching experience for all involved. Additionally, we are in the final stages of planning an exciting Bosco Sleepover on November 17th for some lucky Year 7 and 8 students. This event aims to raise awareness about homelessness and will undoubtedly be a memorable experience.

And to think, all of this is just within the first two weeks of our return!

Parent Pay and FSM Vouchers

Please remember to top up your child's parent pay account if they wish to buy snacks during break, even if they are entitled to Free School Meals - break time snacks are not included in this.

Link to Parent pay login: <https://app.parentpay.com/public/client/security/v2/#/login>

Just a reminder that half term FSM Vouchers have already been allocated by LCC and these have been dispensed via email to all families entitled. If you haven't received your voucher and your child receives free school meals - please contact the school office as soon as possible.



ST JOHN BOSCO ARTS COLLEGE

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Reminder of school processes

Meeting with Staff

1. Please note meetings with staff are by appointment only. Staff attend pre-arranged meetings before and after school, and therefore it is unlikely they will be available for an impromptu drop in.
2. It is advised you contact the school office to leave a message for the member of staff you wish to meet with.
3. The staff member will then get in touch with you asap to discuss the matter over the phone or arrange a meeting if still required at a convenient time for all parties.

Collecting pupils during school day

We encourage parents to schedule appointments outside of school hours whenever possible. However, we understand that this may not always be feasible. In such cases, please adhere to the following procedure:

1. **Advance Notice:** Notify the school beforehand in writing by providing your child with a note to take to their PPC or by emailing the appointment details to enquiries@stjohnbosco.org.uk.
2. **Proof of Appointment:** To allow us to authorise the absence, you must also provide proof of the appointment.
3. **Emergency Collection:** If you need to collect your child on short notice or due to an emergency, it is crucial to call the school first. This will allow us to make the necessary arrangements to inform your child's PPC and retrieve your child from class promptly.

Students calling home during school day

We would like to remind you of our mobile phone policy on our website:

“Mobile Phones: The College will continue with the policy of permitting students to have a mobile phone in College but it must be switched off and placed in the students’ locker between 8.25am and 2.50pm. Failure to follow this rule will lead to the phone being confiscated and parents will collect it at 2.50pm the next school day.”

Pupil’s should not be contacting parents from personal mobiles during the school day.

If a pupil has a concern or feels unwell during the school day, we have a designated process in place - which all students are made aware of:

1. **Consulting the class teacher or PPC:** Students should, in the first instance, speak to the class teacher or their PPC.
2. **PPC Decision:** The PPC will make a judgment call to decide whether the student should be sent home or encouraged to continue in school and continue to assess their well being.
3. **Communication:** If the decision is made to send a pupil home, the PPC or a member of the office team will call home using contact details on record provided by parent/carer. It is therefore vital to keep contact details up-to-date with the school.



Keep up to date with school socials and website

We regularly share updates, event details and general good news using our social media accounts. You can use the links below and follow us to make sure you don't miss out!



Plus - we are currently very busy working on improving the accessibility on our school website. In the meantime it is kept up to date with all school information including an events calendar, news articles, and copies of letters sent home - check it out here: <https://www.stjohnboscoartscollege.com/>

Yours sincerely,

D Gidman

**Mr D Gidman
Headteacher**