

## Dear Parents,

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It is doubtful that anyone within the entire CAEA community is not aware that Monday is a Bank Holiday and accordingly, there will be no school. Nevertheless, busy schedules can sometimes play tricks, so this is our reminder!

Please note that we are also publishing today the school calendar for the remainder of the current academic year. You will see that the month of June is particularly busy, should you need to make arrangements for this or that.

Have a great Bank Holiday.

Best wishes,

Mrs Kim Salthouse,  
Head of School

Dr Duncan Rollo  
Principal

## Notices

### Students Who Travel by Taxi

It has come to light on a number of occasions that taxi have arrived at the school at the end of the day to collect students to return home. We have had to explain that the child has been collected for medical appointments/or sent home unwell.

Please could parents ensure that their child's taxi is informed if a child is to be absent from school and does not need to be collected by the taxi.

Thank you.

### Revised Dates for Parent Meetings

Please be aware that the scheduled dates for Parent Meetings this term (Thursday 14<sup>th</sup> and Friday 15<sup>th</sup> June) have had to be rescheduled.

We will be holding **both** Junior and Senior Meetings on the one day, Friday 22<sup>nd</sup> June 2018.

Please accept our apologies.

### School Diaries

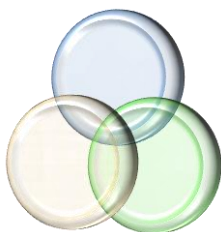
Please could all parents check with their children that they have their school diaries. These should have homework assignments written in. Teachers are also checking these diaries to ensure that all parents and students are aware of the demands being made on the children. The diaries are especially helpful in facilitating communication between class tutors and parents.

### Club/Activities

Summer Term Clubs/Activities are as follows:

Monday	Tuesday	Wednesday	Thursday
No Clubs	Drama/Music	Photography	Art and Craft
	Board Games		Science

If your child is attending a club/activity, please inform the school office via email which club they will be attending.



# Week Ahead

Monday 7<sup>th</sup> – Friday 11<sup>th</sup> May 2018

## Sunday boarding arrangements

Please can Parents let Mr Thompson know in advance, either by email at [athompson@centreacademy.net](mailto:athompson@centreacademy.net), or by phone or text message on 07555 416172. This is so that we have numbers for food on Sunday evening and numbers for pick up from Stowmarket train station. Boarders should either arrive at Centre Academy no earlier than 7pm if coming directly or be picked up from Stowmarket train station.

Thank you for your cooperation in this matter.

## Boarding House Telephone Numbers:

Mr Thompson and Mrs Dent can now be contacted on the following mobile numbers during the week, Monday from 8.00 am to Friday 3.00pm. Please can any arrangements for Sunday evening boarding be made in advance prior to 3.00pm on the Friday. The Care Staff do not stay on site at the weekend and will be out of contact during this period.

Thank you for your cooperation in this matter.

### Coach House

Mr Thompson -01449 738922 or 07555 416 172

Mr Stott -07847 719 073

### Main House

Mrs Dent - 01449 736404 or 07555 416 173

## Gentle Reminders:

- If you child requires any medication, please ensure that this is handed into the office or Mrs Beadman. Medication will need to be in its original packet along with the relevant paperwork. The item must be clearly labelled with the students name and the instructions of administration.
- Students must not be sent to school if they have a fever/sickness or are feeling ill. Students should be fever/sickness free for 48 hours before returning to school to protect other students from contact with potentially contagious illnesses. Parents will be contacted by the medical staff on duty if a child shows symptoms of illness while in school.
- Could all students bring stationery in to school for their lessons, e.g. pens/pencils and crayons.
- Please check and sign homework diaries every week; the diaries are a very important tool to communicate with teachers and parents.
- All female students are to wear either trousers or skirts with thick tights when participating in drama lessons or drama activities after school.
- During the summer please ensure your child has sun cream, a sun hat and appropriate glasses with them; all items should be marked with the child's name.

## Calendar

Summer Term 2018	
Monday 7 <sup>th</sup> May 2018	<i>Bank Holiday</i>
<b>Half Term:</b>	<b>Friday 25<sup>th</sup> May 2018 – Sunday 3<sup>rd</sup> June 2018</b>
Friday 25 <sup>th</sup> May 2018	<i>School Finishes - 2.00 pm</i>
Sunday 3 <sup>rd</sup> June 2018	<i>Boarders Return – 7.00 pm</i>
Monday 4 <sup>th</sup> June 2018	<i>Term Commences</i>
Friday 22 <sup>nd</sup> June 2018	<i>Parents Meetings – Junior/Senior School – 9.00 am</i>
Wednesday 20 <sup>th</sup> June 2018	<i>School Play – 7.00pm</i>
Thursday 21 <sup>st</sup> June 2018	<i>School Play - 7.00pm</i>
Monday 25 <sup>th</sup> June 2018	<i>Activities Week</i>
Sunday 1 <sup>st</sup> July 2018	<i>Prize Day &amp; Picnic Lunch – 12.30 pm</i>
Friday 6 <sup>th</sup> July 2018 - Term Ends	<i>Sports Day 1.00 – 3.00 pm School Finishes - 3.00 pm</i>