

Week Ahead

Monday 26th – Friday 30th November 2018

Dear Parents,

Dear Parents,

We are most grateful for the wonderful response we received regarding Operation Christmas Child. After our appeal of last week, we have been inundated by additional Christmas boxes for so many of the world's poor children. This is the CAEA spirit at its very best. Many thanks to you all.

During our Parent Conferences many of our students have been happily spending their money on a variety of goods which you have graciously donated for Children in Need. We do hope that none of these are too loud, noisy etc.

We have also been pleased by the turnout for the Parent Conferences and trust that any questions that parents had have been addressed. As always, should additional questions arise, do, please, feel free to contact us.

Best wishes,

Mrs Kim Salthouse
Head of School

Dr Duncan Rollo
Principal

Notices

Secret Santa

All students are invited to buy a 'Secret Santa' present for another child in their class. This ensures all students receive a Christmas Present at the Christmas lunch.

Your child or child's teacher will be letting you know over the next few days who they can buy a 'Secret Santa' present for.

The present should cost no more than £10.00 and be handed into school by Friday 7th December. The presents will be given out at the school Christmas lunch on Thursday 13th December. Please wrap the present up and clearly label it with the recipient student's name and class, stating it is for 'Secret Santa'.

Thank you.

Gentle Reminder – Audio Recording Form

Over the half term break you would have received your child's half term report with some other paperwork; included in the pack was a form to be completed from Mrs Driver (our Speech and Language therapist) asking for permission for Audio recording.

Please could this form be returned as soon as possible as we need this for Data Protection.

Thank you

Students Who Travel by Taxi

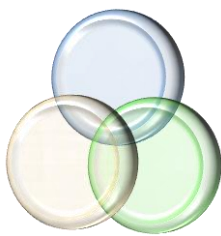
Please could parents ensure that their child's taxi is informed if a child is to be absent from school and does not need to be collected by the taxi. It has come to light on a number of occasions that taxis have arrived at the school at the end of the day to collect students to return home. We have had to explain that the child has been collected for medical appointments/or sent home unwell.

Thank you.

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.

Sunday boarding arrangements



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Please can Parents let Mr Thompson know in advance, either by email at 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 can be contacted on the following mobile number 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.

Mr Thompson - 07555 416 172

Gentle Reminders:

- If your 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 student's 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.

| Autumn Term 2018 | |
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| Friday 14 th December 2018 | <i>Carol Service – 2.15pm</i> |
| Friday 14 th December 2018 - Term Ends | <i>School Finishes - 3.00 pm</i> |