



# Whalley Range 11-18 High School

Academy Headteacher: Mrs E. Hole Executive Headteacher: Ms P. Kane M.A.



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17<sup>th</sup> December 2018

Dear Parent/Carer

## End of Term: Friday 21<sup>st</sup> December 2018 at 1.00pm

I would like to thank all the staff and students for their continued hard work this term and for all your support. We have been thrilled by our class of 2018 summer results, where their progress has been recognised as well above average. It has yet again been an action packed term and there have been lots of exciting opportunities for the students in our school. You can read about all of the exciting events that have taken place this half term, in our winter edition of Partnership News, which has just been published and your daughter has brought a copy of this home with her.

### Last Day of Term

On the last day, **Friday 21<sup>st</sup> December, school will close at 1.00pm.** Students are asked to buy their lunch during an extended morning break. The last day is an important time to celebrate all that has been achieved and to celebrate being part of our very successful and happy learning community. Students can wear non-school uniform if they contribute £1.00 towards the Wood Street Mission.

### Exams

It is important that students who have an external exam in January spend time revising their work over the holidays.

Year 11 students need to revise for the Pre Public Exams which continue for another week after the holidays.

Sixth Form students need to spend time revising in preparation for their Pre Public Exams which start on **Monday 7<sup>th</sup> January 2019.**

### Digital Skills Workshop

As part of our work with Manchester's Digital Skills network, we have been offered the chance to host a workshop for parents/carers who would like help getting started online. We are looking at running a day in January, helping people on a one-to-one basis (or one-to-two if you want to bring a friend) getting set up with email, applying for and managing Universal Credit, housing benefit or just learning some new skills. If you are interested, please telephone the Headteacher's PA (Mrs Mellor) to register an interest. We will be in contact in the New Year to arrange a specific date and time.

## SIMS Parent App

As a way of making it easier for you to track your daughter's progress and attendance, you can download the SIMS Parent App for your smartphone. The App will allow you to:-

- Track attendance
- Have instant access to progress reports
- Monitor any behaviour concerns and gold awards
- Keep the school up to date with any changes to your contact details

Instructions on how to download the SIMS Parent App can be found on our website <http://www.wrhs1118.co.uk/parents/sims-parent-app>. If you require any further assistance, please email [parentapp@wrhs1118.co.uk](mailto:parentapp@wrhs1118.co.uk).

## Contact Details

It is very important that our records are up to date should we need to contact you. Whalley Range 11-18 High School, now sends out all correspondence to parents/carers via e-mail. If however, we do not have an e-mail address, correspondence will continue to be sent via text, pupil post or royal mail. Can I please encourage all Parents/Carers to ensure that where possible, we have an up-to-date e-mail address. This can be done via the SIMS Parent App or by contacting the House Office.

## Students with Asthma

Please can any students with asthma ensure that they have a spare inhaler in school at all times. Any students with medical conditions need to make sure that they have a Health Care Plan. If your daughter has a medical condition and does not have a Health Care Plan, please contact your daughter's House Office.

## ParentPay / ParentPay Shop

From September 2017, Whalley Range 11-18 High School became a cashless school and you should now have set up a ParentPay account for your daughter, for the payment of school meals, trips and visits, school uniform, library fines or any other items or services that the school provides. If you have not yet set up a ParentPay account for your daughter, please visit our website and follow the online instructions which can be found on <http://www.wrhs1118.co.uk/parents/parentpay>. If you require any further assistance, please contact the main school number.

The following items are available to purchase via our ParentPay shop:-

Item	Collection Point
Locker Keys	Facilities Office
Revision Guides	Finance Office
Payment of School Trips	Finance Office
Proof of School Attendance letters	Student Services
Replacement Swipe Cards	Student Services
Replacement planners	Finance Office
Tickets to school productions	Finance Office
Calculator Deposits	Finance Office

This list goes on!

You can access the shop here

<https://www.parentpay.com/ParentPayShop/Uniform/Default.aspx?shopid=665>

### **Routine Appointments During School Time**

Appointments for routine appointments should be made for outside the normal school day. Time off for routine appointments during the school day, will be classed as an unauthorised absence. Where appointments are unavoidable, students must attend school before and after the appointment.

### **Student Safety**

As the dark nights draw in, students need to be extra aware of their personal safety. If your daughter is staying late for an activity, it is safest for her to wait in the warm and dry space of the dining room. Parents/Carers can come into the car park drop off area after 3.30pm to collect their daughters, who can see the car park from the dining room.

We continue to be concerned about traffic safety and would like all parents/carers to help us to keep our students safe by parking well away from the school and being mindful of our neighbours at the start and end of each day.

Christmas is often a time of year when students receive new phones. Please take the opportunity over the festive period to speak to your daughter about her use of her phone; what apps she likes to use and how she protects herself online. A great place to look for information is <https://www.getsafeonline.org/> which has lots of advice on a range of topics. You can also follow <https://twitter.com/natonlinesafety> on Twitter, who release new information every week about games and online trends.

### **First Day of Term**

School opens for students in the New Year on **Monday 7<sup>th</sup> January 2019 at the usual time of 8.30am**. We would like to see all students back in school on that day at the right time and in the correct uniform, thank you in advance for your support with this.

### **2018/2019 Term Dates**

I am including the holiday dates for the rest of this academic year.

Best wishes and thank you for your support. May I wish you and your family a happy holiday and a peaceful New Year.

Yours sincerely



Mrs E Hole  
Academy Headteacher

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# Term dates for the Academic Year September 2018 – July 2019

## Autumn Term

**Term ends:** Friday 21 December 2018

**Christmas holiday:** Monday 24 December 2018 – Friday 4 January 2019

## Spring Term

**Term starts:** Monday 7 January 2019

**Half term holiday:** Monday 18 February 2019 – Friday 22 February 2019

**Term ends:** Friday 5 April 2019

**Easter break:** Monday 8 April – Monday 22 April 2019

## Summer Term

**Term starts:** Tuesday 23 April 2019

**Half term holiday:** Monday 27 May 2019 – Friday 31 May 2019

**Teacher Training Day: to be taken around** 4 or 5 June 2019 – **closed to students (Date to be confirmed nearer the time).**

**Term ends:** Friday 19 July 2019

**Teacher Training Days:** Monday 22 July and Tuesday 23 July 2019 – **closed to students.**

## Public Holidays

Christmas Day – Tuesday 25 December 2018

Boxing Day – Wednesday 26 December 2018

New Year's Day – Tuesday 1 January 2019

Good Friday – Friday 19 April 2019

Easter Monday – Monday 22 April 2019

May Day – Monday 6 May 2019

Spring Bank Holiday – Monday 27 May 2019

## Teacher Training Days – School closed to students

**Teacher Training day scheduled to be taken around** 4 or 5 June 2019 **(date to be confirmed).**

Monday 22 July 2019

Tuesday 23<sup>rd</sup> July 2019

## Leave of absence in Term Time

If your daughter has time off before or after any school holiday, her absence will be classed as Unauthorised Absence and the Local Authority may issue a penalty notice. (You should also be aware that if her absence exceeds 20 days, her name may be removed from our register).

Any leave of absence in term time must be applied for at least 10 days in advance. Official forms for this purpose are obtainable from Student Services. I would also advise you that any Unauthorised Leave taken during term time may incur a penalty fine from the Local Authority. The fine will be £120 per parent per child reduced to £60 per parent per child if paid with 21 days.