



December 2016

Dear Parent/Carer,

As we draw near to the end of the first term, I would like to thank you for the support you have given me as the Principal and to staff at Irlam & Cadishead College this year. I am incredibly appreciative and proud of the community spirit shown by staff, students and supportive parents and carers for Irlam & Cadishead College.

**The last day of term is Wednesday 21<sup>st</sup> December 2016. All students should attend College as usual on Wednesday.**

It has been a tradition at Irlam & Cadishead College to have a Christmas Talent Show and all students will have opportunity to attend this throughout the day. Lunch will be provided as usual and students will be dismissed following afternoon registration at 1.10 pm.

Our students are generous and caring young people and will be allowed to wear an appropriate 'festive jumper,' instead of their College jumper, this at the cost of £1 donation which will be collected during Form period on Wednesday, 21<sup>st</sup> December, 2016. Money raised will support our chosen charities; St Ann's Hospice and Water Aid.

**The College is not having a 'Non School Uniform Day,' therefore no other deviation from our College uniform is permitted.**

In readiness for the New Year I wish to share with you, so that you can remind your child of the following expectations.

**Students will return to school on Monday, 9<sup>th</sup> January, 2017 at 8.30 am in full College uniform, ready and equipped to work.**

Our continued drive to secure standards and achievement at Irlam & Cadishead College

Members of our community and visitors to Irlam & Cadishead College continue to comment favourably on how smartly our students present themselves. We are grateful to our parents/carers for ensuring that students come to College in uniform. I know you will appreciate that it is a requirement that all students prepare their school bag the night before so that they are organised for the lessons the next day.

### **Attendance - 'Chase Every Mark'**

Every student to attend everyday - nothing less than 98% attendance

- 97% - 100% No Risk
- 95% - 96.9% Risk of Underachievement
- 93% - 94.9% Serious Risk of Underachievement
- 90% - 92.9% Severe Risk of Underachievement
- 0% - 89.9% Extreme Risk - Court Action

Students are to bring from home a signed and dated note, or preferably, an absence note written in the 'week to a view' attendance section of the Student Planner. Parent and carers can contact the Attendance Team on 0161 921 2105 or email [ICCArrance@salford.gov.uk](mailto:ICCArrance@salford.gov.uk)

## **Behaviour for Learning**

Expectations have been made clear for all students - 'Aspire, Work Hard and Achieve!'

Students deserve to attend College with the knowledge that anti-social and disruptive behaviour will not be tolerated or excused. I expect my students to work hard, developing resilience and be respectful of one another, staff and the wider community. Common courtesy and respect is pivotal to earning and developing self-worth, and is a pre-requisite of 'Education for Employability.'

## **Commitment to Learning - Scholarly Habits**

- English is the language for learning. Students are expected, at all times to use appropriate language in and around College.
- Students are expected to carry a robust College bag, large enough to fit A4 folder/work in and equipment, e.g. Student Planner, pencil case containing pen, pencil, rule and small dictionary/Thesaurus. Be a keen learner in the classroom - enjoy the learning experience!

## **Key Dates for Spring Term 1**

Tuesday 10 <sup>th</sup> January, 2017	All Day	Year 9 MFL Visit to University
Tuesday 17 <sup>th</sup> January, 2017	Various lessons	Professor James Crossley speaking to RE Groups (Mr Thorne)
Wednesday 18 <sup>th</sup> January, 2017	4.00 - 5.00 pm 5.00 - 7.00 pm	Year 11 Parents/Carers/Students, Apprenticeship Fair, College Hall What is an Apprenticeship? Presentations by Salford City College, The Skills Company and Mrs Delfino CEIAG Consultant Year 11 & Year 10 Apprenticeship Fair, College Hall
Tuesday 24 <sup>th</sup> January, 2017	All Day	Year 9 Able & Talented, University of Salford
Thursday 26 <sup>th</sup> January, 2017	6.00 - 7.30 pm	Year 9 Pathways/Options Evening, College Hall
Wednesday 1 <sup>st</sup> February, 2017	Period 1 Year 7 Period 2 Year 8	Year 7 and Year 8 BAE & Armed Forces - STEM (Science, Technology, Engineering and Maths) Presentations
Wednesday 1 <sup>st</sup> February, 2017	5.00 pm	Parent Reference Group, Platform of Pride
Thursday 2 <sup>nd</sup> February, 2017	3.45 - 6.45 pm	Year 11/'Class of 2017' Parents/Carers Consultation Evening, College Hall
Tuesday 7 <sup>th</sup> February, 2017	All Day	Year 10 Accenture - IT for Girls, Trafford Centre

Please do not hesitate to make contact with us if you have any questions about the assessment or report but, in the first instance, address any comments to the Progress and Development leader for your child's year.

**Miss Clements - Year 10 Progress & Development Leader - Tel. 0161 921 2196**

May I take this opportunity of wishing you all the very best during the festive season.

Yours faithfully,



M A Nightingale  
Principal

**<<ChosenName>> <<Surname>> - D.O.B: <<DoB>>**

Irlam & Cadishead College has launched a new attendance initiative called *ICC Diamond Attendance Tracker*. We have revised our procedures and will be working with parents/carers to improve attendance and punctuality. Research has shown that regular attendance and good punctuality are crucial factors in students achieving their full potential. Irlam and Cadishead College is committed to providing a full and efficient education to all and encouraging students to strive for excellence. Therefore, for a student to reach their full educational achievement, a high level of attendance is essential.

Working in partnership with parents and carers we need your full support in ensuring that your child attends Irlam & Cadishead College every day and on time. We welcome and encourage Home/College partnership working to resolve any difficulties. The target attendance figure for all pupils is a minimum of 97% attendance. Based on personalised current attendance figures your child will be placed in one of the following groups as shown on the Diamond Attendance Tracker below. Your child will be informed of their Attendance Group by their Form Teacher.

**<<ChosenName>>'s Attendance from 3<sup>rd</sup> September to 1<sup>st</sup> December was  
<<PercentageAttendance>>%**

**With <<UnauthorisedAbsences>> unauthorised absences and <<AuthorisedAbsences>> authorised absences.**

**<<ChosenName>> has been late <<NoOfSessionsLate>> time(s)**

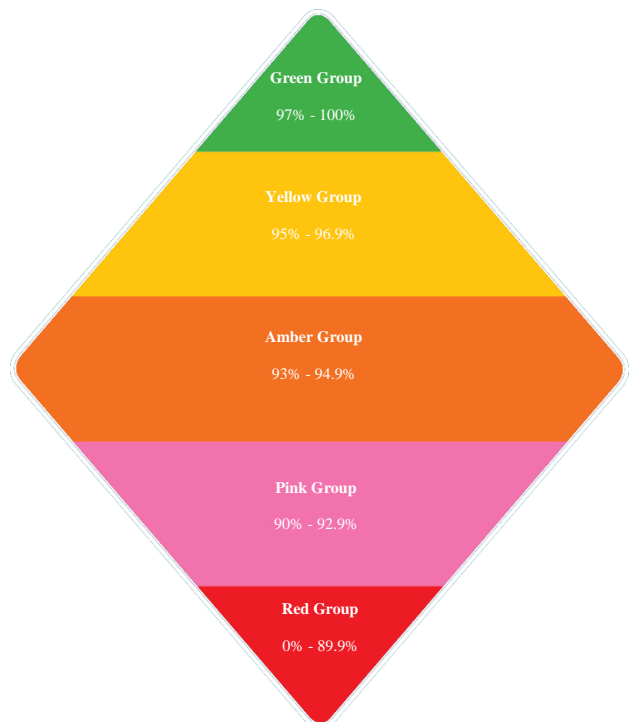
**Group 1: Good Green Group**  
Student attends for 97% - 100% of the time

**Group 2: Concern - Yellow Group**  
Student attends 95% - 96.9% of the time

**Group 3: Risk of Underachievement  
Amber Group**  
Student attends for 93% - 94.9% of the time

**Group 4: Severe Risk of Underachievement  
Pink Group**  
Student attends for 90% - 92.9% of the time

**Group 5: Extreme Risk of Underachievement  
Red Group**  
Student attends for 0% - 89.9% and the College may expedite to Court



**National attendance figures that show impact on Attainment:**

- Attendance of 96% or above: **82%** achieve 5 A\* -C including English and Mathematics
- Attendance of 90% or above: **52%** achieve 5 A\* -C including English and Mathematics
- Attendance of 80% or above: **36%** achieve 5 A\* -C including English and Mathematics
- Attendance of 70% or above: **18%** achieve 5 A\* -C including English and Mathematics

Regular attendance is not merely a legal requirement but it is vital for pupils to maximise their learning and achieve full potential here at Irlam and Cadishead College. There are a number of important steps that you can take to ensure your child maintains a high level of attendance:

Ensure your child attends every day, on time, equipped and ready to learn. Form Teacher time begins at 8.30am and all pupils need to be on site by 8.25am.

Ensure that the College has accurate contact details i.e. addresses and telephone numbers. We will contact you by text, or by telephone if your child is absent and you have not contacted the College.

If your child is ill or unable to attend College please provide a note in their Student Planner for their return to College. Please make sure you telephone the College every day your child is absent. The ICC Attendance Team can be contacted directly on **0161 921 2105** or by email, [iccattendance@salford.gov.uk](mailto:iccattendance@salford.gov.uk).

If no contact is received regarding the absence, it is recorded as unauthorised. Ultimately the College is responsible for deciding if the absence is acceptable or not. Only genuine absence will be authorised. You will be asked to provide medical evidence if your child has a poor attendance record – you may use the Student Planner for this, recording attendance and reasons for absence in the ‘week at a view’ section.

The following may help:-

Ensure that all medical appointments are made outside of College time, whenever possible.

Avoid trivial absence such as, ‘buying new shoes’. This will not be accepted as a reasonable absence and will be recorded as unauthorised.

Holidays should not be taken in College time. It is a legal requirement that holidays will not be authorised during term time.

Respond to College letters or telephone calls regarding attendance and punctuality, by contacting the Attendance Team in Student Services on **0161 921 2105** or by email, [iccattendance@salford.gov.uk](mailto:iccattendance@salford.gov.uk)

Contact your child’s Form Teacher if you are experiencing difficulty in getting your child into College.

Thank you for working in partnership with us to achieve the highest possible levels of attendance and punctuality at Irlam and Cadishead College.