Dear Parents and Carers,

We are delighted to be able to write this, our first letter as the leadership of Wood End Academy. Mr Stainbank has been appointed as Executive Headteacher of Wood End Academy and Wood End Infant School, Mrs Smith as Head of School of Wood End Academy and Mr Hickman as Head of School of Wood End Infants. We are all very proud and tremendously excited to have been appointed to these roles.

These are exciting times for our school. We find ourselves in the very desirable position of leading a happy, friendly school with charming, polite, well behaved pupils, and a committed and dedicated team of staff. We believe fundamentally that our key role is ensuring the school stays true to its vision and values. For us the needs of the children are always paramount in the life and decision making within a school. We strongly believe in providing the children with exciting, creative and meaningful learning experiences, which build their enthusiasm for learning and help them to grow and develop positively in a variety of ways.

We would like to bring your attention to a few matters at the start of the year:

**Attendance** - Children must be in school every day and should only be kept off if they are unwell. Children’s attendance must be at least 95%.

**Dinner Money** - We have a healthy canteen where the children are able to choose from a hot meal or a bread roll with a filling of their choice. We charge £11 per week. We are finding that more and more parents/carers are in arrears, therefore if you are owing any money you will have to send in a packed lunch for your child until this is paid in full.

**Pegasus and Early Birds** - We offer a before and after school child care. This must be booked through SIMS PAY before 10am each day.

As a school, we will keep you informed of what is happening in the school with our weekly review and reminders newsletter and other forms of communication, so please ensure you read this when it comes out on a Friday afternoon.

*Mr Stainbank and Mrs Smith will be having a coffee morning for all parents on Thursday 19th September at 9am to meet us and ask any questions.*

We feel confident that we will continue to make a difference to our community and look forward to working with you. Please do not hesitate to get in touch if we can be of any help at all.

Yours truly,

Mr W Stainbank
Executive Headteacher

Mrs P Smith
Head of School