



Thursday 12<sup>th</sup> December 2024

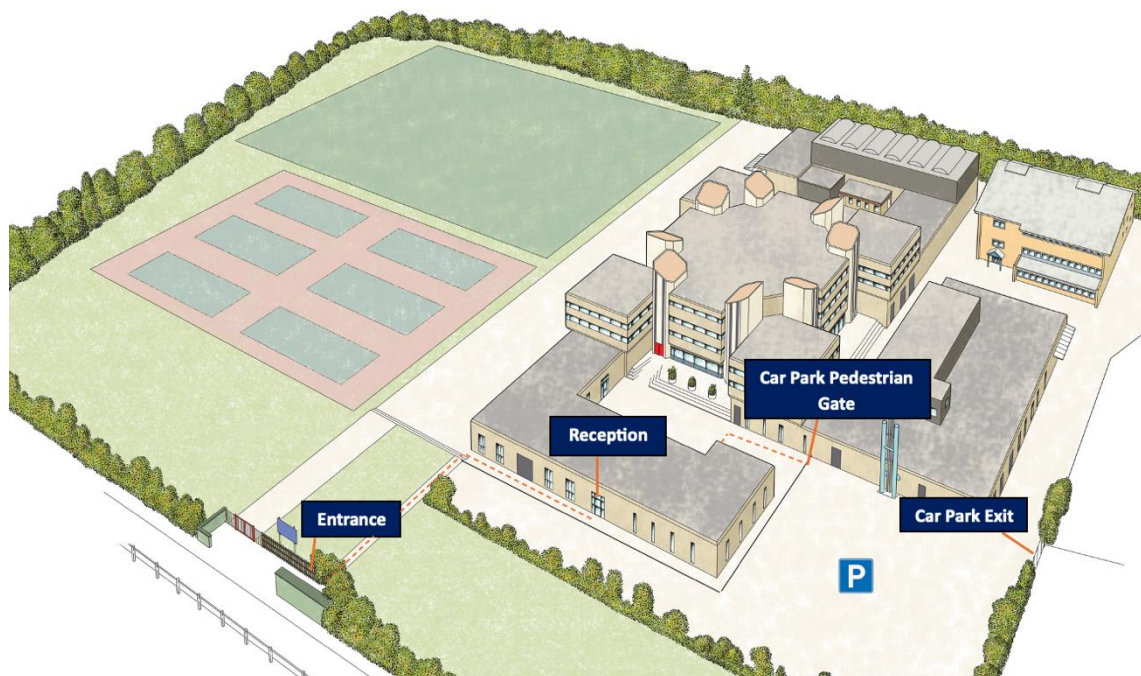
Dear Parent(s)/Carer(s)

It is hard to believe that we have now reached the final two weeks of term and that Christmas is getting closer. It has been another busy term and all of our students and staff deserve a well-earned break.

As I explained in my letter at half-term, building work has continued to take place in order to make the school a safer and more welcoming place for visitors.

In order to remedy a long-standing concern, the reception area has moved to a new location closer to the car park and pedestrian entrance. This move will not alter the way in which you can contact the school by email or telephone, but there will be some changes when you visit the school for an appointment. The work is not complete but in order to reach Reception from the pedestrian entrance on Wellington Road South you should currently press the buzzer by the black gates in order to contact Reception staff. When the gates open walk towards the school, go down the steps and then go right, through the double green gates, just before you reach the building. The door to Reception is about 50m along the path between the building and the car park.

If you arrive by car, you should press the button as before in order to speak to Reception staff. Once admitted, you should go through the black doors on the left hand site before the canopy, and follow the signs to Reception.



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I would like to address some other issues.

## 1. ATTENDANCE AND PUNCTUALITY

### Reporting Absence

When a pupil is absent from school without prior permission, it is the responsibility of the parent/carer or guardian to inform the school of absence. We have made a change to the absence reporting procedure, so we have one single system for reporting absence.

If your child is in Year 7 – 11, we request that you email [absence@heathland.hounslow.sch.uk](mailto:absence@heathland.hounslow.sch.uk) on the first day of absence and inform the school of the reason for the absence and when you expect your child to return to school.

If your child is in the Sixth Form, please email [Sixthformabsence@heathland.hounslow.sch.uk](mailto:Sixthformabsence@heathland.hounslow.sch.uk).

**Please only contact the Attendance team by phone in cases where you are unable to email in.** This will allow our attendance follow up routines to run smoothly and efficiently.

A separate letter which explains the changes to our attendance policy and practices is attached to this letter.

### Lateness to lessons

There have been clear improvements regarding the number of pupils arriving late to lessons which causes disruption to everyone's learning, but there are still too many, and students are also arriving late to school in the morning.

After the school holiday, if a student is late to school in the morning this will continue to count as one of the 3 lates which will result in them being placed in the Internal Exclusion Room for persistent poor punctuality. A meeting will then be arranged with parents/carers before the student is able to return to normal lessons.

## 2. SENECA PREMIUM LEARNING

A reminder that Seneca is an online learning platform that provides engaging and interactive resources across a wide range of subjects, we have purchased Seneca Premium until May 2025 in the first instance. It's particularly useful for revision, as it covers GCSE and A level content in an accessible way.

Students can test their understanding through quizzes, interactive notes, and short exercises. This is a fantastic tool that can help your child reinforce what they learn in class and prepare for examinations. They can use it to review topics, identify areas for improvement, and track their progress. **By way of example, since the introduction of Seneca Premium our Year 10 students have completed nearly 400 hours of study time, with an average score of over 80%, this is a superb achievement.**

If your son or daughter is in Years 10 – 13, please can you encourage your child to use Seneca Premium each week as a way of consolidating their learning.

### 3. FORTHCOMING PRE-PUBLIC EXAMINATIONS

- Year 12: Tuesday 10 December 2024 to Friday 20 December 2024
- Year 13: Monday 3 February 2025 to Friday 14 February 2025

Please note: Year 12 and 13 students will have study leave when they are not sitting exams.

### 4. Dates and Holidays 2024/2025

#### AUTUMN TERM 2024

**Monday 2 September - Friday 20 December 2024**

*Christmas Holiday: Monday 23 December - Friday 3 January 2025*

#### SPRING TERM 2025

**Monday 6 January - Friday 4 April 2025**

*Half Term: Monday 17 February - Friday 21 February 2025*

*Easter Holiday: Monday 7 April - Monday 21 April 2025*

#### Arrangements for the end of term

This term ends with a staggered finish from breaktime onwards on Friday 20<sup>th</sup> December 2025.


#### Arrangements for the new term

Students return to school on Tuesday 7<sup>th</sup> January as normal for timetabled lessons.

**Monday 6<sup>th</sup> January 2024 is a staff training day** and pupils should not attend school.

Thank you as always for your ongoing support. Please accept my best wishes for the festive period and the New Year when it comes

Yours faithfully,



J.M Rose  
**Headteacher**