

4 September 2024

Dear Parents/Carers

New term reminders

We are looking forward to welcoming back all students for their first day of the academic year tomorrow, Thursday 5 September. Ahead of the new term starting, we would like to offer the following reminders and useful information:

Uniform: full school uniform is to be worn.

Start time: the school day now starts at 8.30am. There will be a movement bell at 8.25am. The site is open from 8.00am with breakfast service in the Canteen.

Please ensure that your child has enough time to travel to school. The Ashchurch Road experienced congestion this morning. As you may be aware, the Northway Lane at the Boys' Brigade is closed and this is impacting traffic.

Arrival / exit point: all students, including Sixth Formers, apart from those on village buses, are to arrive through the central bike shed gates on the Ashchurch Road.

Some tutors and tutor bases have changed this year. On Thursday only, students from Year 7 to 11 should report to their fire assembly point upon arrival and not go to a tutor base. They will be met by staff who will be able to support with confirming tutor group information.

Fire assembly points are listed below.

- Y7 and Y8 - Tennis courts (opp E-Block)
- Y9 - hard standing between E-Block tennis courts and the sports hall
- Y10 and Y11 - Tennis courts (near AWP)

What to bring:

Stationery in a pencil case/calculator/earphones for use in music and computing only (not wireless headphones).

PE kit: PE kit is not required tomorrow but will be if it is on the timetable from Friday onwards.

Lanyard: Please ensure your child brings their lanyard each day. If using the school canteen, please credit your ParentPay account. Replacement lanyards and ties can be ordered via the **school shop**.

Drink: Reminder that no cans or energy drinks allowed.

School shop via ParentPay is currently down. Items from the school shop such as ties can be ordered in advance and then paid for in person by card at reception. Please email office@ta.clf.uk if you need an item.

School app for parents - MCAS: We have moved away from Edulink and ClassCharts to a new school app called MCAS. Please ensure that your new parent account has been activated. If you need your password reset, please email office@ta.clf.uk

School app for students - MCAS:



Download the student app to your phone:

Your child will need the students version of this app so that they can access their homework and timetable information.

via the app store - [here](#)

via google play - [here](#)

- Open the Bromcom student app. The app will ask you for permission to send you push notifications, you can allow this if you wish.
- Choose a 5 digit pin.
- Log in using a 'magic link'
- You will need to enter the school ID – 15044 (don't worry, you won't need to remember this once everything is set up)
- Below the school ID field, enter your **school** email address name.surname@ta.clf.uk
- Once you get a notification saying the magic link has been sent, go to your school outlook email. You may want to download Outlook email app to your phone first.
- You will receive an email from Bromcom. Tap to open the email.
- Tap on the large blue link in the body of the email.
- This will automatically redirect you to the Bromcom app.
- You are now logged in,

Currently only students in Year 8 to Year 13 will be able to do this. An update will follow for Year 7.

Timetable print outs will be issued this week for student reference.

Thursday morning welcome

Your child will spend registration and the first lesson of the day will be spent with their tutor or in a year group assembly. After morning break the timetable will be followed.

Music instrumental lessons we are pleased to offer a wide range of musical instrumental and singing lessons which can be started as a total beginner at any time. Tuition fee bursary subsidies are available. Please email Mrs Patrick asap to book your child's lessons Rachael.patrick@clf.uk.

School end time is now 3:05pm from Monday to Friday.

Thank you for your continuing support. We look forward to welcoming your child to the new term and working in partnership with students and their parents during the year ahead. Please get in touch if you have any further queries.

Kind regards

School Office