



End of Year Update – Summer 2024

Dear Parents / Carers

I hope you and your families are well.

Below is an update in terms of end of year arrangements and I have also provided some information regarding the new school year in September 2024.

End of Summer term arrangements

Key Stage 2, 3 and 4 pupils will finish at 12:30 on Friday 20th July, we will provide a minibus as normal for those pupils who use it and inform Calderdale Transport. Lunches will still be provided to pupils as a 'Go-bag' on the day.

Start of the new school year

School will re-open to staff on Monday 2nd September for an INSET Day.

- Key Stage 2, 3 and 4 pupils will be expected back in school on Tuesday 5th September.

Uniform

We fully intend on starting the year with all pupils in full, correct school uniform, this includes all Key Stage 2 pupils; below are the details of the school uniform.

KS2 Uniform	KS3 / KS4 Uniform
<ul style="list-style-type: none">• Plain black trousers or black knee length skirt.• White polo shirt.• Plain black V-Neck jumper.• Black footwear suitable for a busy school environment.	<ul style="list-style-type: none">• Plain black trousers or black knee length skirt.• White shirt - short or long sleeved, no polo shirts.• Plain black V-neck jumper.• Black footwear suitable for a busy school environment.



If pupils arrive at school and are not in correct uniform, parents / carers will be informed, and they will be directed to return home to change. Sanctions will be applied on their return to school. If pupils arrive wearing extra clothing under their uniform, they will need to remove it when they enter the school building. Pupils must arrive to school and leave school in uniform. Staff will liaise with the Assistant Headteachers / Deputy Headteacher when this is required.

School Day

Below is a reminder of the school day for the different key stages in school:

Key Stage 2

- 09:10 - 09:20 Form Time
- 09:20 - 10:10 Lesson 1
- 10:10 - 11:00 Lesson 2
- 11:00 - 11:10 Break
- 11:10 - 11:50 Lesson 3
- 11:50 - 12:20 Interventions / Literacy
- 12:20 - 12:40 Lunch
- 12:40 - 13:30 Lesson 4
- 13:30 - 14:20 Lesson 5

Key Stage 3 & Key Stage 4

- 09:00 - 09:10 Form Time
- 09:10 - 10:00 Lesson 1
- 10:00 - 10:50 Lesson 2
- 10:50 - 11:50 Lesson 3 / Break
- 11:50 - 12:10 Interventions / Literacy
- 12:10 - 13:20 Lesson 4 / Lunch
- 13:20 - 14:10 Lesson 5

Cohort	Break	Lunch
KS3	10:50 - 11:00	12:10 - 12:30
Year 10	11:05 - 11:15	12:35 - 12:55
Year 11	11:20 - 11:30	13:00 - 13:20



Lunch orders

Due to staffing capacity pupils in KS3 and 4 must be in school by 09:45 each day to order their lunch. If for any valid reason they are going to be late, parents / carers must inform the academy, enquire if a lunch can be ordered and if not provide their child with a packed lunch.

Lockers / Personal Belongings

In the new school year, we will continue to have lockers available for all pupils, pupils should only bring essential items into school. All pupils will be allocated their own set of equipment including pens, pencils and books. When entering the school building pupils will be expected to hand in all personal possessions to staff; this includes coats, bags, mobile phones, vapes etc. These possessions will then be securely locked away in pupil lockers for the remainder of the school day. When there are concerns about what pupils may be bringing into school, we will conduct 'bag checks' to ensure that no illicit items are being brought into the academy. At the end of the school day pupils will have their possessions returned; those pupils who have detentions / sanction time after school will receive their possessions only when the sanction is completed.

Transport

Below is a detailed breakdown of the locations and timings of our minibus in the mornings and afternoons. Please do read the schedule carefully, the bus will not wait for pupils, we do expect them to be on time at each pick-up point.

The minibus will only complete one run in the afternoon and priority will be given to the pupils who have earned the highest net points during the day. All other pupils will be expected to make their own way home and parents must ensure they have the means to do so; we cannot provide money for bus, train or taxi fares.

Morning - Route One

- 07:30 Minibus leaves the Academy
- 07:50 Siddal, Oxford Lane – outside Pharmacy
- 07:55 West Vale Academy, Bus Stop on Rochdale Road
- 08:05 Elland, outside B&M
- 08:30 Minibus arrives at the Academy



Morning - Route Two

- 08:30 Minibus leaves the Academy
- 08:35 Mixenden, Clough Lane – below Hambleton Drive
- 08:40 Pellon, Albert Road – below the junction with Highroad Well Lane
- 08:42 Pellon, Hanson Lane – opposite CAIR
- 08:50 Pellon Lane – Beech Hill School
- 08:55 Lee Mount, Ovenden Road – junction with Ovenden Way
- 09:00 Minibus arrives at the Academy

Afternoon Route

- 14:20 Minibus leaves the Academy
- 14:30 Vue, bus layby
- 14:40 Siddal, Oxford Lane – outside Pharmacy
- 14:45 West Vale Academy, Bus Stop on Rochdale Road
- 14:55 Elland, outside B&M

Term Dates 2024-25

2024 Autumn 1

INSET Day

Re-open to all pupils

Close for Half-Term

Monday 2nd September

Tuesday 3rd September

Friday 25th October

2024 Autumn 2

INSET Day

Re-open to all pupils

Close for Christmas

Monday 4th November

Tuesday 5th November

Friday 20th December

2025 Spring 1

INSET Day

Re-open to all pupils

Close for Half-Term

Monday 6th January

Tuesday 7th January

Friday 14th February

2025 Spring 2

Re-open to all pupils

Close for Easter

Monday 24th February

Friday 4th April

2025 Summer 1

Easter Monday

Re-open to all pupils

Closed for May Day

Close for Half-Term

Monday 21st April

Tuesday 22nd April

Monday 5th May

Friday 23rd May



2025 Summer 2

Re-open to all pupils

Close for Midsummer

Monday 2nd June

Friday 18th July

INSET Day

INSET Day

Monday 21st July (Disaggregated)

Tuesday 22nd July (Disaggregated)







Safeguarding at the Academy

Safeguarding is everybody's business and part of our role in school is to ensure we keep pupils, staff and volunteers safe.

Safeguarding is the overriding priority at the Academy and includes aspects such as first aid provision, medical care plans, attendance, anti-bullying, risk assessments within the Academy and for educational visits, the safe recruitment of staff and volunteers etc., along with the more obvious areas of Child Protection, Child Sexual Exploitation and Prevent.

There are four Designated Safeguarding Leads (DSLs) in the Academy. Their role is to support other professionals in the Academy to recognise the needs of children, including protecting from possible abuse or neglect.

Who's who?

<p>Mrs R Adams</p> <p>Deputy Headteacher</p> 	<p>Mrs Catherine Maun</p> <p>Safeguarding & SEMH Lead</p> 
<p>Mis R Bartley</p> <p>Attendance & Engagement Officer</p> 	<p>Miss R Buonocore</p> <p>KS2 Lead</p> 
<p>Mr A Reid</p> <p>BfL Lead</p> 	<p>Mr P Hannah</p> <p>Headteacher</p> 



If you have any safeguarding concerns, no matter how trivial they may seem, please raise them with Mrs Adams or Mrs Maun in the first instance.

Thank you for taking the time to read through this information and I hope it has provided you with some reassurance and clarification of the steps we are taking in the new school year. Can I say, on behalf of all the staff at The Whitley AP Academy, thank you for all the support you have provided us over the year. Take care and have a restful summer.

Yours sincerely

Phillip Hannah
Headteacher, The Whitley AP Academy