



February 2019

Dear Parent/Guardian

I am pleased to inform you that your son/daughter's **Winter School Report is now available on the Parent App**. Although there are no teacher comments, it is possible to get a very clear picture of progress to date. Please note an explanation of the Effort Levels is available in the Parental Information section on the school website. For your information:

School will also be closed for St Patrick's Day on **Monday 18 March**. The Spring Term will finish at 3.25pm on **Thursday 11 April** and the Summer Term will begin at 9.00am on **Monday 29 April**. In addition, there will be an **exceptional closure for staff training, to facilitate moderation of centre-assessed components of public examinations, on Friday 12 April**.

**I should like to remind you that in the event of a planned absence, pupils must bring, in advance, a written request from parents to the Form Teacher outlining the specific reason for the anticipated absence. In addition, if your child is absent due to unforeseen circumstances, please forward a letter to the Form Teacher on his/her return to school.**

Please continue to visit our School Website ([www.banbridgeacademy.org.uk](http://www.banbridgeacademy.org.uk)) on a regular basis in order to keep up to date with events, news and achievements related to our school community.

In addition, the School's current Pastoral Policies have been placed in the Parental section of the School Website. We would ask you to consider these policies and advise the School of any amendments or improvements in writing via your child's Form Teacher before the end of March.

Finally, I take this opportunity to thank you for your on-going support and to wish your child every success in the coming months. Should there be issues which concern you, please do not hesitate to contact the Pastoral Team at any stage.

Yours sincerely

R S McLoughlin  
Principal