



3<sup>rd</sup> July 2025

Dear Parents/Carers

As we approach the end of the summer term, I would like to share important information with all members of the school community. When we return in September we want to maintain our high standards and expectations; this letter outlines all of the important information to ensure a smooth end to the academic year and an excellent start in September.

School will **close at 12.15pm on Friday 18<sup>th</sup> July** for the summer holidays.

All students should return to school on **Wednesday 3<sup>rd</sup> September at 8.30am**. Please remember students should be at **lines or form before 8.35am**.

### **Uniform & Equipment**

Our students look incredibly smart and we would like to thank parents/carers and students for upholding our high standards in terms of their presentation. The start of the new academic year presents a good opportunity to revisit our expectations.

As per the school's uniform policy, students will **not be allowed to wear jewellery including stud earrings**. Wrist watches are permitted. This is for health and safety reasons and is not a change to policy; this has always been the case. Any student who wears jewellery will have it confiscated by a member of staff, to be collected at the end of the day. Refusal to comply with this will lead to further consequences. **As per our policy, if a pupil has any item confiscated on more than one occasion in a term; students will not be given the item/s back until collected by a parent/carer.**

**You should consider healing time when, and if, you allow your child to have a piercing as our expectations are that they should not be worn in school.**

May we also take this opportunity to remind students and parents/carers that **make-up, nail varnish and false nails** are also not permitted.

Any student who comes into school in trainers will be asked to **change their footwear into a pair of shoes provided**. If you envisage this causing any issue for your child please contact your child's Progress Leader so that a resolution can be sought.

Students are also expected to bring a bag to school each day and this bag needs to be **big enough to hold an A4 folder**. On the first day of the academic year all students will be given an A4 folder which will contain their timetable and knowledge organisers to support their learning. **Students should also have a pencil case with all the necessary equipment. Black pens, blue pens, green pens, pencil, ruler, rubber and mathematical equipment including a calculator.**

These are basic expectations for all students and we appreciate your support in ensuring these are met.

Information on uniform and suitable bags and footwear can be found at the end of this letter or on our website: <https://www.halewoodacademy.co.uk/parents/school-uniform/>

## Homework

We are pleased to inform you that starting this September, we will be reintroducing ClassCharts as our main platform for setting and monitoring homework. This user-friendly app is designed to strengthen the vital partnership between home and school, helping students stay organised and supported in their learning. Homework plays a key role in reinforcing classroom teaching, developing independent study habits, and preparing students for future academic success. Parental involvement continues to be a crucial factor in student achievement and with ClassCharts, you will be able to view your child's homework tasks, deadlines, and progress in real time. We encourage all parents to download the free app ahead of the new school year. Individual login details will be shared before the end of term, and if you need any help with setup, please feel free to contact Mr Marsh on [jmarsh@halewoodacademy.co.uk](mailto:jmarsh@halewoodacademy.co.uk).

## Attendance and Punctuality

As the new academic year begins we will continue our drive with attendance and punctuality. This is vital in ensuring that we can optimise the time in lessons for our young people. The more time that students are in lessons, the greater their chances of success.

Upon our return, it is not acceptable for students to take the longer route to lessons. Students have been told clearly that they should be **'At the door within 4'**.

We will be continuing to raise the profile of good school attendance. As part of this we are asking for your support in **ensuring that your child is in school every day**. If your child is unwell please ensure you contact school to discuss this on the first day of their absence. More information about attendance to school can be found on our website:

<https://www.halewoodacademy.co.uk/parents/attendance/>

## Mobile Phones

Our mobile phone policy is very clear and has not changed. Phones should **not be used or visible between 8.30am and 3.00pm**. If it is used or visible the member of staff will confiscate the phone and this can be collected at the end of the day. Refusal to comply with this will lead to further consequences. **As per our policy, if a pupil has their phone confiscated on more than one occasion in a term; students will not be given the item/s back until collected by a parent/carer.**

We understand that sometimes it might be necessary to get a message to your child during the school day. **Please DO NOT contact your child directly** as this will likely lead to them having their phone confiscated. **Messages should be passed to the school office.**

**IMPORTANT: We will carefully monitor mobile phone usage and confiscations to determine if the policy needs to be amended in the future to consider further restrictions such as a school wide ban.**

## Home School Agreement

Included with this letter is a copy of our home school agreement. By sending your child(ren) to Halewood Academy you are agreeing to all the protocols and rules of the school. **Please read this carefully.**

### **Parent Pay and Free School Meals**

As a reminder to all parents, Halewood Academy is a cashless school and as such all transactions must be completed via Parent Pay (<https://www.parentpay.com/>). If you have any issues accessing your Parent Pay account, please contact Reception.

Please ensure that your Parent Pay account always has enough credit for pupils to purchase items at break and lunch should they need it. **Please be advised that Knowsley Borough Council have increased the price for a lunchtime meal deal from £2.45 to £2.55 in September.** Pupils will always be able to access food at lunchtime and should speak to their Progress Leader or Mrs Roberts, our Pupil Support Coordinator if they have no credit on their account. Pupils can check their account balance using the order machines in school.

We know there will be families who are currently paying for school meals, who are eligible to receive Free School Meals through the government. Pupils on Free School Meals are not identified any differently and still access their lunch via the same method as everybody else. If you think you may be eligible and not yet claiming, please visit:

#### **Knowsley Residents**

<https://www.gov.uk/apply-free-school-meals/knowsley>

#### **Liverpool Residents**

<https://www.gov.uk/apply-free-school-meals/liverpool>

#### **Halton Residents**

<https://www.gov.uk/apply-free-school-meals/halton>

### **Support during the Summer**

If any parents/carers feel that they need support for their child or families during the summer holiday please see below a list of useful contact numbers or websites for Knowsley/Liverpool residents:

**Knowsley Multi Agency Safeguarding Hub (MASH)** brings together agencies from services that have contact with children at risk to make the best possible use of their combined knowledge to keep them safe from harm. The MASH provides a 'first point of contact' for Early Help, Children's Social Care (CSC) and Adults Social Care enabling members of the public and professionals to raise concerns about the safety and welfare of children or adults.

This may include children or adults identified as potentially needing support or are at risk of suffering abuse. Knowsley Multi-Agency Safeguarding Hub (MASH) can be contacted on 0151 443 2600 (during office hours). If you urgently need help outside office hours you can contact the Emergency Duty Team on 0151 443 2600. Please note if you believe a child or young person is at immediate risk of harm, you should contact the police urgently, CALL 999 Emergency.

<https://www.knowsleyscp.org.uk/children-and-young-people/what-shouldi-do-if-i-am-worried/>

## Liverpool Careline

Careline child services manages all child social care enquiries and referrals. You can contact them 24 hours a day, 7 days a week on the above link or telephone 0151 233 3700. If you have concerns about a child at risk (if a child is at immediate risk call 999)

<https://liverpool.gov.uk/children-and-families/childrens-social-care/getting-help/careline-child-services/>

In addition, you can contact the police on 101 or 999 in an emergency.

If you wish to discuss any aspect of this letter, please contact your child's form tutor.

**Polite Reminder: School closes for students on Friday 18<sup>th</sup> July at 12.15pm.**

**We would like to wish all students and parents/carers a safe and happy summer break and we look forward to welcoming students back on Wednesday 3<sup>rd</sup> September 2025 at 8.30am.**

Kind regards



Mr I Critchley  
Executive Principal

## Uniform Expectations

Black blazer with blue trim and Academy badge

School Kilt

Black trousers, no colours

Plain white buttoned school shirt

Plain black V neck jumper (optional)

Academy tie, to be worn at a standard length with Academy crest on display

Plain white socks (no bows) / Navy blue tights / black socks (trousers only)

Sensible plain black shoes - see pictures below for examples of acceptable and unacceptable footwear.



## PE Kit

New style round neck T-shirt pictured (compulsory)

Quarter zip jumper (optional)

New Swacket pictured below (optional)

Plain black shorts, tracksuit bottoms **or** leggings (compulsory and purchased from any location preferable to families)

Trainers (purchased from any location)



## Examples of appropriate footwear



If you are unsure about what shoes to buy please speak to your Progress Leader

## Examples of inappropriate footwear



## Examples of appropriate school bags



All students are expected to bring a bag large enough to fit A4 folders in, exercise books and PE kit to school every day.

Please also note the following;

Hoodies are not acceptable on the school premises.

**Hair** - A pupil's haircut is a very important part of their overall presentation. The Academy will not accept extreme haircuts. Pupils are not allowed to have extreme hair colours; colour change should appear natural. The Academy reserves the right to internally exclude pupils with an extreme hairstyle. Shoulder length hair should be tied back for all practical lessons. Hair bands should be plain in their appearance. Hair accessories must be only plain white, navy blue or black in colour.

**Make up** - Make up, false eyelashes and nail varnish are not permitted. Pupils who wear make-up, false eyelashes and nail varnish will be asked to remove it. Pupils failing to do so when asked will face appropriate sanctions.

**Jewellery** - Pupils may wear a wristwatch. They may also wear a cross or other symbol of faith for religious reasons but it may not be visible. Pupils with medical conditions can wear an identity tag. No badges are to be worn other than those issued by the Academy and one charity badge. Any inappropriate jewellery will be confiscated and placed in the Academy's safe. The Academy cannot accept responsibility for the safe keeping of jewellery. All jewellery must be removed for Physical Education.

**Piercings** - Pupils are not permitted to wear any form of facial or body piercing (including ears). Pupils who persistently violate these rules will be internally excluded. Earrings and other piercings covered by plasters are also not acceptable.