

26th March 2026

Dear Parents/Guardians

Re: Student Equipment Update – Pencil Cases

As a school we promote the importance of students being organised and ready to learn for their lessons. With this in mind, we have been reminding students of the importance of keeping their equipment safe and organised in a pencil case. On our return, following the Easter break, a pencil case will be included in the tutorial morning check.

Should your child currently not own a pencil case, we kindly ask that you purchase one for them. If this poses any difficulty, please do not hesitate to contact your child's Head of Year so that we can support.

Thank you for your continued support in ensuring your child is prepared for their learning.

Yours sincerely



Mr S. Martin
Assistant Headteacher