



## Harrow Way Community School

Harrow Way, Andover, Hampshire, SP10 3RH • Tel: 01264 364533 • Fax: 01264 336982  
adminoffice@harrowway.hants.sch.uk • www.harrowway.hants.sch.uk  
Headteacher: Mr C Currie

11<sup>th</sup> December 2009

Dear Parents

As the term draws to a close I am writing to you on a few school related matters. Firstly, just a note to thank and congratulate parents and students in supporting our hugely successful recent Christmas Fair. Overall, funds raised exceeded £1,500 and this really is a fantastic achievement.

### End of term arrangements

You are aware that the last day of term for students is Friday 18<sup>th</sup> December and **school will close at 1.30 pm on that day**. Buses home will therefore leave shortly after that time, with the exception of the Roman Way/Cricketers Way bus which will operate normally. However, if you would like us to supervise your child until 3.10 pm please let us know by making a note in your child's student diary and asking them to bring this to the attention of his/her Head of Year.

I would like to draw your attention to our end of term Christmas events:

- Drama Showcase on Tuesday 15<sup>th</sup> December at 7.30 pm. Entrance: £4/£2. This is our BTEC Performing Arts presentation in the School Auditorium.
- Christmas Music Concert on Thursday 17<sup>th</sup> December at 7.30 pm in the School Auditorium. Entrance: £2/£1.

You are most welcome to join us.

### Uniform and personal accessories

I would now like to remind you of our policy regarding the following items which are inappropriate for school and therefore banned.

- Hoodies and hoodie type garments with or without zips. Leather and denim clothing. Outdoor wear should be plain, dark, suitably styled and not with large logos. Jumpers should not be worn beneath blazers.
- Trainers. Sometimes students need to be reminded that shoes are to be worn **at all** times during the day, including breaks and lunchtimes and also on the way to and



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We believe in equality of opportunity and want you to be able to participate fully whenever you visit the school. Please let us know beforehand of any special arrangements that may need to be in place for this to be the case.

from school. The only exception to this is during PE or games lessons.

- Coloured scarves. Families should be aware that if your child wishes to wear a scarf, only plain black scarves are permitted. Black fleece scarves are available for purchase in school at a cost of £3 each.

The use of mobile phones. Please remind your child that if they bring a mobile phone into school it must be switched off and out of sight at all times from 8.45 am until 3.10 pm. Students using (ie calling, texting, sharing) phones will have their phone confiscated and placed in the safe for collection by their parent/carer. Repeat offenders may not be allowed to bring their mobile phones to school at all. Please would you ensure that you do not telephone your child on their mobile phone during the school day. If you need to contact them urgently please telephone the school reception on 01264 364533 and a message will be passed on.

As a general point, as many parents are currently in the process of Christmas shopping, if you are buying outdoor clothing including shoes for your child which you intend to be used for school, I should be grateful if you would ensure that it complies with the school's expectations regarding uniform and that they are fit for purpose. If you are in any doubt please contact the school.

I should like to take this opportunity to wish you and your family a happy Christmas and a peaceful New Year. School begins again on Monday 4<sup>th</sup> January 2010.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C E Currie', written in a cursive style.

C E CURRIE  
**Headteacher**