

Friday 14th November 2025

Dear Parents/Carers and Students of City Academy,

This has been a positive week in many ways which I will go into in more detail below.

Attendance

Thank you to all parents for encouraging your children to come to school. Our attendance this week is getting close to national average and is just over 93%. Please remember, for minor ailments such as headaches, sore throats and minor cold's, students should attend school. Please refer to the NHS guide [Is my child too ill for school? - NHS](#) if you have any doubts as to whether your child should attend school.

Punctuality

Our gate opens at 8:25am and most of our students arrive on time. However, we have too many students who are late to school. Please find below our procedures if a student arrives late:

- If a student arrives between 8:35 – 8:45am, they must go to reception, and they will be escorted to room 103 and be required to complete a reflection sheet. The student will also be given a 20-minute detention.
- If a student arrives between 8:45 – 9:00am, they must go to reception, and they will be escorted to room 103 and be required to complete a reflection sheet. The student will also be given a 40-minute detention.
- If a student arrives after 9:00am they will be coded with a U grade, and it counts as an absence - there were 35 this week which is unacceptable. If a student arrives after 9:00am, parents will be contacted and a 60-minute detention issued.

Year 11 Parent Evening

Thank you to everyone who attended on Tuesday night, I hope you found the evening worthwhile and had the important conversations with the subject teachers. The next steps are crucial to ensure further progress is made. Although the first round of mock exams is done, the next set is coming soon. Students should continue to revise for a minimum of two hours a day. Please also find attached to this letter the intervention timetable which details lunch time sessions, period 6 sessions, and form time interventions. I strongly recommend all Year 11 students to attend all intervention sessions available.

Every Student in Every lesson, Learning!

Students would have seen me this week visiting many lessons and it is good to see so many of you taking part and enjoying your lessons. However, there are some occasions where I have seen students with their heads on their desk or not taking part when the teacher asks a question. I want to see every student, in every lesson, learning. If you are not sure what to do, please raise your hand and ask your teacher.

Information for Parents of SEND students

To further improve communication with parents of students with a special educational need, our SENDCo Mr Parkes will be sending out a weekly newsletter giving out information as to how best to support your child, where to access additional information and who to contact if you have any concerns.

Finally, the feedback we gain from visitors to the school is an invaluable source of information. Last week we had visitors from Brussels, who toured the school and spoke to many students. They commented how polite and respectful our students are, which is always pleasing to hear. They did us proud and were a credit to their families. Well done to everyone who spoke with the visitors.

Reward Trip

We had 120 students go out on their Reward trip to the cinema on Friday 14th November. This is a celebration of their continued hard work, positive behaviour, and excellence in classroom. This experience is a well-deserved opportunity to acknowledge their achievements.

Yours sincerely



Mr Mann
Executive Headteacher



Year 11 Intervention Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday
Before School	Breakfast Club revision - Canteen	Breakfast Club revision - Canteen	Breakfast Club revision - Canteen	Breakfast Club revision - Canteen	
Lunch Time	Library revision space – All students welcome	Library revision space – All students welcome	Library revision space – All students welcome	Library revision space – All students welcome Lunch and Learn – English (Ms Evitts) 306 Lunch and Learn – Maths (Mr Akhtar) 412	Library revision space – All students welcome
After School	Maths Monday Ms Yusuf Mr Akhtar Dr Titamboh Mr Moncrieffe Mr Siddiqui All students are welcome MyTutor Maths (103)	Option Subjects Tuesday Religious Ed (Ms Smith) Business (Ms Virdee) Digital IT (Ms Sandhu) Music (Mr Sissons) Art (Ms Stanley) MyTutor Science (103)	Science Wednesday Mr Browne Mr Nazar Mr Payne Mr Yeomans Mr Dowe Mr Khattak All students are welcome My Tutor English (103)	English Thursday Ms Khanom Ms Ali Mr Parkes	