

Friday 21st November 2025

Dear Parents/Carers and Students of City Academy,

As the weather becomes cold and wintry, I urge all students to dress appropriately for school by wearing a coat. Cold weather is not a reason for not attending school, unless the school is closed due to extreme snow, I expect all students to attend school as normal.

Attendance has significantly improved recently, which is extremely pleasing, and must now be maintained. What we must aim for is to reduce the number of students who are late, especially those arriving after 9:00am.

Uniform

Thank you to all students for looking so smart with the correct uniform. Please maintain this standard throughout the year. Our expectations for uniform will be extremely high this year so please ensure you leave home each morning correctly dressed. Any student with incorrect uniform will be given a replacement in the morning until the matter is rectified or your parents/carers will be contacted to come in and drop off the item.

Our uniform expectations are detailed below.

Wearing hooded tops in school

Hooded tops are not part of our school uniform and should not be worn in school. All students should have a blazer, which should be worn throughout the day. During the colder weather, students should be wearing an outdoor coat however these must be taken off once inside the building. If any family is struggling to afford a coat for their child, they should contact their Head of Year or Year Group Coordinator as we may be able to help.

Prepared for learning

Each day students should attend school ready to learn. This includes having the correct equipment - pen, pencil, and ruler as a minimum. Each morning, Form Tutors will check that students have these items with them. I would recommend students get their bag ready the night before, with equipment, any completed homework and PE kit if necessary. We will shortly be asking all students to place their equipment on 'equipment mats' during form time – more information will be given to you about this soon.

Next steps for Year 11

This week we have begun offering additional opportunities for Year 11 to help prepare them for next summer's examinations. I am delighted with the attendance at period 6 lessons, 109 attended mathematics, and 114 attended science - well done Year 11. Year 11 students will also have the opportunity to work in the library at lunchtime - but like in all libraries, there must be a quiet working atmosphere, sometimes this week it has been too noisy. Impress the examiner sessions are also being started for students on Saturdays- if you are given the opportunity to attend, please ensure that you do - it will provide essential revision for you.

During AM form time, Year 11 students are grouped into target groups aimed initially at improving English, Maths, Science, History and Geography grades. All Year 11 students should be aiming to revise up to two hours per night. All students have been given a revision timetable to complete; can parents support by encouraging your child to stick to their timetable.

Line Ups

It has been taking too long for students to enter school in the morning and after break and lunch, meaning they are missing valuable learning time. In the morning, at the end of break and lunch, students should line up immediately and quietly. They will then enter the school in an orderly manner and go straight to their form class/lesson where their class/form teacher will be waiting at the door to meet and greet them. Every minute of learning is crucial so let us not waste any by taking too long to line up.

Detentions

I hope that students do not receive a detention, but for those that do, you will be asked to complete a reflection sheet during the detention to think about the reason you got the detention, and how to not to get a detention in the future.

Knife Arch

As part of our procedures to keep children safe and prevent any prohibited items being brought into school, we had the Police Knife Arch in school on Thursday. I am delighted to report that nothing was found, and that the students responded exceptionally well. Well done everyone!

Have a good weekend everyone, stay safe and warm.

Yours sincerely



Mr Mann
Executive Headteacher



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Our School Uniform



Headscarf (optional)

- Plain navy blue or black

Blazer

- Navy blue jacket with school logo
- Must be worn when walking around the building (can be taken off in classrooms with staff permission)

Jumper (optional)

- Plain grey V-necked jumper (no logo)

Skirt/Trousers

- Plain grey skirt or trousers (not too tight)
- Skirt must be at least knee length
- Skirt must be appropriate fit and not be jersey material
- No leggings



Uniform must be worn correctly, including on the journey to and from school

Shirt must be tucked in at all times

No hooded tops (including CORE or City versions)

No coats/jackets, hats, scarves or gloves on inside of the building

Students not wearing the correct uniform will be sanctioned, in line with our behaviour policy



Shirt & Tie

- Light blue shirt with top button done up at all times
- Tie must be waist length

Trousers

- Plain grey trousers
- No skinny fit trousers or jeans

Shoes

- Smart plain black shoes
- No trainer style shoes

Accessories & Jewellery

- 2 pairs of studs, sleepers or small earrings are allowed
- 1 simple small ring is allowed
- 1 discreet nose stud is allowed
- No heavy makeup (must be discreet)
- Nails allowed to be painted one colour (nail extensions are not allowed)