

Thursday, 20th August 2026

Dear Parent/Carer,

We hope you and your family have been enjoying the summer break and that your child is excited to start their secondary school journey at Grace. We are looking forward to the start of term and wanted to send you a reminder of the key information.

Start of the Day Arrangements

We are pleased to send you the details for our Induction Day, which will take place on Wednesday 3rd September from 8:40am until 3:15pm. When students arrive at 8:40am, they will walk through the Year 7 gate (the same entrance they entered and departed from on Transition Day) and will line up to meet their form tutors.

End of Day Arrangements and our Meet the Tutor Event

At 3:10pm, we will open up our doors and students will gather in "The Street" to finish their first day with a small performance that you are invited to watch. Following this, you are welcome to attend our "Meet the Tutor Event", which is running until 4:15pm. This is a chance for you to meet your child's tutor, who will be your first point of contact for communication with school.

If you cannot attend this event, the tutor will contact you in the first half term to check in with you and discuss how your child is settling in. Alternatively, please complete the [Google Link](#), and we will arrange another time to meet you.

Any students not attending the Meet the Tutor event with parents will be dismissed from school at 3:15pm and will either be able to meet you in the car park or make their own way home.

Uniform and Equipment

Students will arrive in their full Grace Academy Uniform with their school bag. They will not need their PE kit until Thursday 3rd September. A reminder that hair/braids must be of a natural colour, and no shaved lines in hair/eyebrows are permitted. Furthermore, students are not permitted to wear false eyelashes, false nails/nail polish and are not permitted to wear any jewellery apart from a single pair of stud earrings. Please ensure when purchasing school shoes that they are full black leather or leather look shoes which are polishable. Trainers will not be accepted and shoes should not have any logos or canvas material or detailing. Please read our Uniform Policy carefully to ensure the correct uniform is purchased.



Principal:
Mrs E Wheller



MCAS (My Child at School) is our parent communication system which allows you to view your child's behaviour and attendance. You are also able to pay for school lunches and trips here, as well as book appointments at Parents' Evenings. Login details will be sent to you in due course.

Lunch:

We will be providing all students with a free lunch on Wednesday 2nd September as they will not have been set up on the school system before this. They will need to bring a snack for breaktime and can bring their own packed lunch if they wish. They can also bring a water bottle with them, but we will provide them with a Grace Academy water bottle free of charge on the day.

From Thursday 3rd September, you will be able to add money to your child's account via MCAS or they will be able to add money onto their accounts using the cash machine in school. Free School Meal students will be provided with a meal at lunch time, and for the best value meal, we recommend them choosing either:

- The hot meal of the day (main meal and pudding)
- The 4 item "blue dot" meal

Form Tutors- The first point of contact

Your child's form tutor will be their key person and is always your first point of contact. The contact information for each tutor is below and there is also a space on each week of your child's planner where you can write a note which will be seen by their tutor.

7CBI	Mr C Birch	charliebirch@graceacademy.org.uk
7CLO	Mrs C Lockyer-O'Brien	charlottelockyer@graceacademy.org.uk
7DST	Mr D Stobbs	davidstobbs@graceacademy.org.uk
7EWA	Miss E Warner	emmawarner@graceacademy.org.uk
7GCH	Mr G Charczun	georgecharczun@graceacademy.org.uk
7MGI	Mrs M Gill	manroopgill@graceacademy.org.uk
7SEL	Miss S Ellam	samanthaellam@graceacademy.org.uk
7SJA	Ms S Jaman	sajidhajaman@graceacademy.org.uk

The wider pastoral team will also be working with your child this year, ensuring positive student wellbeing:

- Mr S Ruddock - Head of Year 7: stephenruddock@graceacademy.org.uk
- Mr A Bales - Assistant Head of Key Stage 3 (Year 7): archiebales@graceacademy.org.uk
- Mrs S Dalton - Assistant Principal responsible for Key Stage 3 Student Outcomes: sarahdalton@graceacademy.org.uk
- Mrs E Williams - ALT Link for Year 7: emilywilliams@graceacademy.org.uk
- Miss L Smith - Vice Principal responsible for Student Care: lisasmith@graceacademy.org.uk

Key Dates:

			<u>Year 7 Events</u>
Term 1	Last day of term	Thursday 22 nd October	♦ Meet the Tutor Evening – Wednesday 2nd September
	School closed to students	Friday 23 rd October	♦ Progress and Pass Tests –

			throughout September and October
	Half Term holiday	Monday 26 th October – Friday 30 th October	
Term 2	Students return to school	Monday 2 nd November	♦ AP1 assessments – throughout November ♦ Year 7 Panto trip - Thursday 3 rd December ♦ Christmas Fayre - Friday 11 th December
	School closed to students	Friday 4 th December	
	Last day of term	Friday 18 th December	
	Christmas holiday	Monday 21 st December – Monday 4 th January	
Term 3	School closed to students	Monday 4 th January	
	Students return to school	Tuesday 5 th January	
	Last day of term	Friday 12 th February	
	Half term holiday	Monday 15 th February – Friday 19 th February	
Term 4	Students return to school	Monday 22 nd February	♦ AP2 assessments – throughout February/March
	Last day of term	Thursday 25 th March	
	Easter holiday	Friday 26 ^h March – Friday 9 th April	
Term 5	Students return to school	Monday 12 th April	♦ Year 7 Parents’ Evening – Thursday 15 th April
	School closed to students	Monday 3 rd May	
	Last day of term	Friday 28 th May	
	Half term holiday	Monday 31 st May – Friday 4 th June	
Term 6	Students return to school	Monday 7 th June	♦ AP3 assessments – throughout June ♦ Enrichment Days – 19 th July to 21 st July
	School closed to students	Monday 28 th June	
	Last day of term	Wednesday 21 st July	
	Summer holidays begin	Thursday 22 nd July	

We wish our Year 7 students all the best for the start of their journey at Grace and we are certain that, with your support, they will be able to maximise their Limitless Potential and show Intentional Excellence whilst displaying Mutual Respect throughout the year.

Kind regards,



Mr S Ruddock
Head of Year 7