



Tuesday 12th September 2023

Dear Parents and Carers,

We are delighted to be able to welcome our Year 7 students as they start their secondary education with us, as part of the Scalby School family. Of course, this is not the start to the year that any of us would've imagined and it's certainly not the start that any of us would have wanted. We want to reassure you that, in these circumstances, we are doing all we can to offer the best start possible for your child.

As you know, students in Year 7 will be based at Scarborough UTC, and so we wanted to provide you with some key information explaining how that will work:

- All Year 7 students will start full-time with us on **Friday 15th September 2023**.
- Students need to arrive at Scalby School between **8:00am – 8:20am** each morning. They will then be taken, by bus, to the SUTC. Each of the buses will have staff supervision. Students will leave the SUTC for Scalby School by bus at 2:00pm and can be collected / are free to leave the Scalby School site at 2:30pm.
- When reporting a student absence, parents are asked to phone **Scalby School on 01723 362301**.
- If students are late, and this is pre-arranged, the student should be taken to the SUTC by the parent/carer.
- In the event of unplanned lateness, and a student misses the bus, they will remain at Scalby.
- Year 7 students will follow the Scalby School Behaviour Policy.
- If a student is given a detention, these will be completed at the Scalby School site, after they have returned on the bus. The detention will finish at 3:30pm and, following the usual process, parents are responsible for arranging transport home.
- Parents are asked not to attend the SUTC to meet with staff unless this has been pre-arranged.
- On their first day, students will be issued with a lanyard and key card to sign in and out with and which also opens doors on the site. They will need to keep this safe.
- Student bags will be kept securely in their teaching room. In support of the SUTC's expectations regarding phones, students will not have access to them during the school day. They will hand their phone in to a member of staff at the start of the day. The phones will be placed in individual, named wallets, and kept securely during the day. They will be returned to them before they get back on the bus at the end of the day.
- We will supply all our students with a reusable water bottle as the SUTC does not allow single-use plastics.
- If students would like a snack at break, please send them in with something as they will not be able to buy anything on site. Students who receive free school meals will be provided for.
- Please provide a pack-up for your child for lunchtime. This is due to difficulties arranging catering that are beyond our control. Rather than delay the start of term further, we believe this to be the best option. We are working as hard as we can to arrange a hot food offer as soon as possible. Again, students who receive free school meals will be provided for.

Email: admin@sc.coastandvale.academy • Telephone: 01723 362301 • www.scalby.coastandvale.academy

Fieldstead Crescent, Scarborough, North Yorkshire, YO12 6TH

Headteacher: Mr C. Robertson

Part of Coast and Vale Learning Trust. Registered office: Fieldstead Crescent, Newby, Scarborough, North Yorkshire YO12 6TH. Registered in England No. 10265276





Scalby School
being the best we can be

- For now, students will follow an adjusted curriculum offer. The provision will be reviewed regularly, based on the changing circumstances at the Scalby School site.

We believe it's vital that our students have a sense of 'belonging' to the Scalby School community and so we have ensured that they will be supported by a large team of Scalby staff. They will also follow and become familiar with our school systems. Key staff on site:

- Mrs Adderley is a member of Scalby School's Senior Leadership Team. Supported by Mr Robertson, Scalby School Headteacher, and colleagues from Coast and Vale Learning Trust, she will lead the Year 7 provision at the SUTC.
- Mrs Roberts is Head of Year 7 and **the first point of contact for parents / carers. Her number is 01723 316037. Please inform her, on this number, if a child has an appointment which means they need to be collected from the SUTC by parents / carers.**
- Mrs Haythorne is SEND Manager and can be contacted on 01723 316033.
- Mrs Wallace is Scalby School's Senior Pastoral Officer, a Deputy Designated Safeguarding Lead (DDSL) and our Attendance Officer.
- Mrs Bielby, Scalby School's Designated Safeguarding Lead (DSL) and Senior Leader for Engagement and Safety, will make regular visits to the site.
- Other members of Scalby School staff will make regular 'keeping in touch' visits to our students.

To ensure effective Safeguarding, where necessary, student information will be shared with SUTC staff.

Soon, we will be sending further details about a Parents' Information Evening on Thursday 21st September when we will be able to give you additional details about the offer your child will receive. We hope to see you then.

Best wishes from Scalby School.

Mr C. Robertson
Headteacher