



**Specialist Engineering and
Creative Arts College**

Headteacher: Mr James H Beaton BSc MA

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31st August 2017

Dear Pupils,

I hope you have enjoyed your summer holiday and I look forward to you coming back to school on Wednesday 6th September. Years 8 – 11 will start school at 11.10am, you will go to form and be given your new timetables.

I want to tell you, before you come back, that there are a few changes taking place at school.

1. The school day will now be as follows:

Lesson	Time
Registration/Assembly	9.00am – 9.15am
1	9.15am – 10.05am
2	10.05am – 10.55am
Break	10.55am – 11.10am
3	11.10am – 12 noon
4	12 noon – 12.50pm
Lunch	12.50pm – 1.30pm
5	1.30pm – 2.20pm
6	2.20pm – 3.10pm

The school building is still open from 8.00am and there is a breakfast club in the dining room from 8.15am. You are very welcome to attend this.



2. The **ONLY** entrance to the school is now the main pupil entrance at the rear of the school. Please only use this entrance from now on as the entrances/exits at the end of Maths, DT and Art are now locked. These doors now only open during fire drills and emergencies.
3. When you enter the building, at the rear of the school, you will see a **YELLOW LINE OF DOTS** on the floor. This is called the **FAZAKERLEY LINE**. Before you cross this line ask yourself the following two questions:

Have I got the right **A**ttitude?

Have I got the correct **E**quipment?

Members of the Senior Leadership and Pastoral Teams will meet and greet you and will check if you have the correct **A**ttitude and **E**quipment.

This includes making sure you have the correct uniform and shoes. If you do not have correct uniform or shoes you will be given these from lost property.

Please think before you cross this line - **A**ttitude and **E**quipment!

A & E

4. At mid-morning break and lunchtime we have changed how you access the Dining Room.
Access to the dining room now will be through the door next to the Hall **NOT** the door on the mall.

Lunchtime is now only 40 minutes long.

Years 9, 10, 11 and Sixth Form can enter the dining room from 1.50pm.

Year 7 and 8 can line up in the corridor from 1.00pm.

When you have finished lunch please exit by the main door onto the Mall.

It is important that you read and understand these changes before you come back to school.

I look forward to seeing you back at school on Wednesday.

Yours faithfully



James H. Beaton
Headteacher