To all Parents Years 1 to 11

Dear Parents

1. Practice Emergency Evacuation Drill Years 1 to 11 only

In order to allow the children in Primary and Secondary years to respond in the unlikely event of an emergency, we plan to conduct a practice evacuation drill down onto the school yards, on the morning of Tuesday 17 September. We expect the drill to take no more than 5 minutes and lessons will continue as normal, both before and after the event.

2. Mobile phones and other electronic devices

For the benefit of new Parents to the school, please may we reiterate that it is school policy that pupils enrolled at Oxford Academy are forbidden to bring into school mobile phones and any other electronic items; including cameras, iPad’s, and tablet computers. Any that are brought into school will be confiscated. Periodic, random searches will be conducted and any banned items confiscated and retained in-accordance with school policy and a formal letter sent home informing you of the violation. This rule applies equally in all areas of the school, on school trips and at all times.

We trust you will support the school in enforcing compliance with this important requirement to ensure the safety, security and well-being of all the pupils.

3. Lost property

Lastly, please remember to have all your child’s personal effects and all items of school uniform labeled with their name, so that items of lost property can be returned to their rightful owner.

Yours sincerely

Jonathan Shellard
Principal