

# Stoke Park School



**Executive Headteacher: Mr PJ Thomas**

**Deputy Headteacher: Mr N Palmer**

**Date: 12<sup>th</sup> December 2018**

**Our Ref: NR/DJM**

**STOKE PARK SCHOOL**  
Dane Road,  
Stoke,  
Coventry,  
CV2 4JW

Dear Parents/Carers

☎: 024 7645 0215

☎: 024 7663 6129

**Re: End of Term**

✉: [admin@stokepark.coventry.sch.uk](mailto:admin@stokepark.coventry.sch.uk)

🌐: [www.stokepark.coventry.sch.uk](http://www.stokepark.coventry.sch.uk)

I am writing to inform you of the arrangements for the end of term, which will end on Friday 21<sup>st</sup> December. Students will follow their normal lessons up until Period 4 and will be dismissed at 12.45pm. The canteen will be open for a short period to allow students to collect lunch.

## School Uniform

I would also like to remind you of our school rules in relation to school uniform. Trainers are not allowed, the footwear is shoes. As the weather turns colder please remind students to wear their winter coats. Hoodies are not allowed. If you have any queries please contact your child's Head of Year.

## Mobile Phones

Mobile phones are not to be seen or used anywhere on site during school hours. Any mobile phone (or similar technology) used by a student on the school site will be confiscated; unless they have permission from a member of staff. This also applies at lunch and break times within the school gates.

Any ear/head phones seen on the school site will be immediately confiscated.

If a mobile phone, ear/head phones or similar technology are confiscated, they will be returned following a meeting involving a parent/carer, the student and a senior member of staff.

## Punctuality

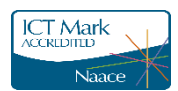
A number of students are arriving at school late. Lack of punctuality affects the learning and behaviour of your child and may affect their progress in lessons.

After the Christmas break school begins on Monday 7<sup>th</sup> January at 8.40am for Registration.

I would like to thank you all for your continued support of the school during this academic year and I wish you all a very Merry Christmas and a Happy New Year.

Yours sincerely

Miss N Rock  
**Head of School**



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Dear Parent/Carers

## Re: School Gates

I am writing to inform you of our updated procedures regarding entry and exit from Stoke Park School.

From Monday 7<sup>th</sup> January entry to the school for all students will be the Shakespeare Street pedestrian entrance. The gates to this entrance will be open from 8.00am.

Exit from the school will be through either the Shakespeare Street pedestrian entrance or the Walsgrave Road entrance.

Dane Road gates are for staff, visitors and students who need to enter school through the main reception for an approved reason.

The main gates at Dane Road will be locked to all vehicles from 8.30am to 9.10am and from 2.50pm to 3.20pm.

The new procedures will mean we are able to better safeguard our young people as they travel to and from school.

This information has been shared with students through Tutor time and Assemblies. It would be greatly appreciated if you could discuss these changes with your son/daughter before they return to school after the holidays. If you have any concerns around these changes, please don't hesitate to contact the relevant Director of Key Stage.

Yours sincerely

Miss N Rock  
**Head of School**

