



Wednesday 28th March

Dear Parent/Carer

I am writing to inform you of Year 7 Reception Duty which will be starting on Tuesday 10th April.

Each year group in the Academy has a particular responsibility. Year 7 have spent the beginning of this year settling into the Academy, but now we are nearly in Year 8, we want to teach students rules of the workplace by giving them this responsibility. We also feel that by doing this, they will learn how to take greater responsibility for their own learning environment and learning. We place great emphasis on students being reliable and being aware of the needs of others. Students have opportunities to support and guide younger peers as well as participate in activities and clubs to develop their own abilities. This supports our aim of students learning to become good citizens which is an important aspect of the Academy curriculum.

In order to give students a practical opportunity to develop these skills, and to experience in some small measure the adult world of work, we have set up a rota so that each student will take it in turn to assist at our reception desk, for one day at a time, under the supervision of the receptionist and wider Administration Team.

I am sure you will agree that this is a valuable and interesting experience for them, as it will provide them with opportunities they could not encounter in the classroom, and help them to develop their communication and leadership skills.

If you have any concerns about this initiative, please do not hesitate to contact me at the Academy.

Yours sincerely

Mrs M Hall
Associate Leader (Every Learner Achieves)



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