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**CAISTER
ACADEMY**
*Creative
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Thursday 17 July 2025

Dear Parent

End of Academic Year Update – July 2025

I am writing to thank you for your support in what has been another incredibly successful year for our children. Our wonderful children have shown great *Ambition* and *Character* this year, resulting in better attendance, higher achievement and more kindness in school and across the *Community* we serve.

To ensure our start is as smooth as possible in September, I am writing to provide a roundup of the updates that have been communicated to students over the final weeks of term. As always, please do not hesitate to contact the academy if there are any queries, or further information is required.

Return to School Dates

Following the positive impact of a staggered return over the last five years, we will continue with this in September. This means students' first day will be as follows:

- Wednesday 3 September – Year 7 and Senior Year
- Thursday 4 September – Years 8, 9 and 10

Students should arrive by 8.35am, in full school uniform and fully equipped. Staff will be on hand to direct any students who are unsure of the location of their form room. Breakfast will be available for all students from 8.00am in the dining hall.

Form Tutors and Heads of Year

Where possible in Years 7-9, form tutors will continue with their current group as they move up through the school.

Form tutors will continue to be you and your child's first point of contact for any queries you or they may have. A full list of tutors has been enclosed at the end of this letter.

A reminder that as students move up a year group, some will transition to a new Head and Assistant Head of Year. These pastoral colleagues are also shown on the enclosed tutor list.

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Behaviour, Uniform, Jewellery and Equipment Expectations

From September, the academy will be making some small amendments to the behaviour policy. The key changes are summarised below:

- Students who are late to school will receive an L1 sanction at breaktime, supported by our attendance team.

Our uniform, jewellery, and equipment expectations remain largely the same, but there have been some minor updates.

For ease I have summarised the changes below:

- Highlighter has been added to equipment list.
- Removal of Caister Academy Student Planner from equipment list (student voice tells us they want to manage their school commitments online)
- Temporary tattoos including pen markings are not usually permitted.

Behaviour Policy Updates

At times, students can arrive late to the academy, and we want to start to understand why, and how this occurs, so that we can support students swiftly to rectify any barriers to arriving at school on time.

Next academic year, we will be introducing an L1 sanction. Therefore, students who arrive after the bell at 8.40am, but before the bell at 9.00am, will be issued with a breaktime community detention. This will take place with a member of our attendance team to discuss with the student why they were late and monitor the frequency of this.

If two L1s are issued within a week, or three L1s are given across a half term, an L3 will be issued which will result in time spent learning away from peers.

Personal Development and Behaviour Curriculum Themes

Though our students make us proud daily with their fantastic community and lesson behaviour, Caister Academy has developed a 'behaviour curriculum' to explicitly engage students with learning activity to secure knowledge and understanding. The curriculum also explores the importance of 'why' we need to follow routines and expectations to achieve academic success and wider personal development, including a successful pathway to adulthood. Form time sessions include:

Behaviour Curriculum Half Termly Focus	Form Time Sessions
Autumn 1 Disruption Free Learning	1. Exploring our Core Values 2. Being Ready to Learn 3. Disruption Free Lessons 4. Recall of Knowledge



Autumn 2 Harmful Sexual Behaviour	1. Bullying 2. Misogyny and gender discrimination 3. Cyber bullying 4. Sexual harassment
Spring 1 Active Learners	1. The Passive Learner 2. Being an Active Learner 3. Active Learners and 'Reteach' 4. Recall of Knowledge
Spring 2 Community Conduct	1. Community Conduct 2. Use of Public Transport 3. Prohibited Items 4. Recall of Knowledge
Summer 1 Child on Child Abuse	1. Physical or Verbal Abuse 2. Racist Language 3. Homophobic Language 4. Recall of Knowledge
Summer 2 Child on Adult Abuse	1. Cyber Abuse 2. Physical or Verbal 3. Recall of Knowledge 4. Recall of Knowledge

Student Leadership Team

In September, the all-new student leadership team will be appointed. All students in Years 7 to 10 will have the opportunity to apply to be a prefect or part of the student council. For Senior Year there will be the roles of Head Prefect to apply for. The student leadership team will be involved in staff interviews, Open Evenings, Parents Evenings and being the voice of their year group. Full details of the application process will be provided on the first day of the new academic year.

Independent Study

Our students have shown a real commitment to their learning throughout this year, and we want to continue with this momentum as we look towards the academic year ahead. Independent study will now include an optional extension opportunity, where students can challenge themselves to do extra and share their learning with their teacher. We will award any efforts made by students who go 'above and beyond' by awarding them with a special Caister Coin to recognise their commitment to learning. More information linked to this will come in September and specific details linked to our homework expectations can be found in the independent study policy enclosed. We are very excited about this future opportunity, promoting even greater depth in students' learning!



Accurate Student Information

A reminder that, if your details have changed during the last academic year, such as contact number, address, or medical information for your child, please update these via Arbor. Please find further information attached with regards to accessing the Arbor Parent Portal and Parent App.

If your employment or financial situation has changed, your child may now be eligible for free school meals. To see if you qualify and to apply for free school meals, please use the following link to view Norfolk County Council guidance [NCC Free School Meals](#).

Form Group Photos

We are happy to announce that we will be hosting form group photos on Thursday 4 September. Images will be displayed in the central corridor of the school and will be available for purchase via Tempest Photography. Further information on how to purchase these images will be shared with you upon our return in September.

Dates for the Diary

A full list of dates for the 2025-26 academic year will be published in September. In the meantime, please find the dates of early upcoming events below:

- Thursday 11 September - Senior Year Raising Achievement Evening and Careers Evening. To book your place please click [here](#).
- Thursday 18 September – Open Evening 2025
- Thursday 23 October - Tutor Evening (all years)
- Friday 24 October – Tutor Day (all years)

Summer Learning Opportunities

To support students' transition into their next phase of learning, we have provided information on what students will be studying and possible places to visit over the summer.

Key Stage 3 Summer Learning

Please find useful links below to our Key Stage 3 curriculum overviews.

[Year 7 Curriculum Overview](#)

[Year 8 Curriculum Overview](#)

[Year 9 Curriculum Overview](#)

Key Stage 4 Summer Learning

To support Year 9 into 10 and Year 10 into Senior Year, subject teachers have developed the attached transition overviews that outline, revision resources, online platforms and videos, and enrichment activities for the summer.



The attached documents are a useful resource that we hope will allow Caister students a head start as they prepare to re-join us in September. Any students who complete this study across at least three subjects will be rewarded on their return to school.

Staff Leavers

As is normal at this time of year, we are saying goodbye and wishing the best for the future to some colleagues. I am sure you will join me in wishing the best to the following colleagues who are taking up fresh challenges elsewhere:

- Mr D Ruiz-Barbudo - Teacher of Mathematics
- Miss E Clegg - Librarian
- Mr N Wright - Teacher of Computing
- Mr R Doubleday - Counsellor

Staff Starters

We are extremely excited to welcome the following members of staff to the academy from September:

- Mr T Eidrys -Tuite Teacher of English
- Miss L Goodbun - Teacher of PE (Maternity Cover)
- Miss A Tomaz - Teacher of Mathematics
- Mr A Mapes - Teacher of Mathematics and Computing
- Mrs T Fisher - Librarian and EAL leader
- Mrs C Chenery-Down - Cover Supervisor

End of Term Thank You

It has been a rewarding and busy end of term, with events ranging from; Year 5 & 6 Transition, Senior Year Prom, Summer Musical Performances of Chicago - Teen Edition, Celebration Assemblies, Papillion Garden Party and Reward Trips. We will finish this week with our annual Colour Run, which is always a highlight for both staff and students. Throughout all of these events, every student has shown resilience and character and has been extremely supportive of one another, for which we are proud.

With your continued support, we are looking forward to the academic year ahead. Until then, from all the staff at Caister Academy, we hope you enjoy a wonderful and safe summer holiday.

Yours faithfully

Miss Helen Seath
Principal



Enclosed:

- Form Tutors September 2025

Attached:

- Uniform, Jewellery and Equipment Guidance 2025-2026
- Independent Study Policy 2025-2026
- How to access the Arbor Parent App
- How to access the Arbor Parent Portal
- Year 9 into Year 10 Transition
- Year 10 into Senior Year Transition



Form Tutors September 2025

24-25 Form	25-26 Form	Teacher
Year 7 & 8 Head of Year: Mrs Baldwin Assistant Head of Year: Miss Newbury and Miss Gorman Senior Leadership Link: Mrs Ford		
11DMC	7ADE	Miss Tomaz, Teacher of Mathematics
11ALU	7TEI	Mr Tuite, Teacher of English
11MMA	7KLO	Miss Logan, Teacher of English
11ZJA	7LGO (ZJA)	Ms Goodbun, Teacher of Physical Education
11LWI	7AMA	Mr Mapes, Teacher of Mathematics and Computing
Year 8		
7SBU	8SBU	Mrs Butcher, Teacher of Mathematics
7MME	8MME	Ms Mendes, Teacher of Science
7JFE	8JFE/SWE	Mrs Fellas, Teacher of Art & Photography, Mrs Weihser, Teacher of Music
7VRO	8VRO	Mrs Rodwell, Teacher of Modern Foreign Languages
Year 9 Head of Year: Mr Fisher Raising Achievement Mentor: Mr Cooper Senior Leadership Link: Mr Barker		
8AMC	9AMC	Mr McMillan, Head of Physical Education
8RHA	9RHA	Mr Harmer, Teacher of English
8NWR (C)	9DMC	Mrs McMillan, Head of History
8RMA	9RMA	Mrs Martin-Schrader, Teacher of Science
8NCU	9NCU	Miss Curston, Head of Performing Arts
Year 10 & Senior Year Head of Year: Mr Osben Assistant Head of Year: Miss Gayson Senior Leadership Link: Miss Sharpe		
9ATO (C)	10SSM	Mrs Smith, Head of Geography
9VBE	10DVA (VBE)	Mrs Varley, Teacher of Mathematics
9LAM	10LAM	Mr Ames. Teacher of Performing Arts
9RWD	10RWD	Mrs Wood, Head of Modern Foreign Languages
9DRU	10ALU	Mrs Lumley, Lead Practitioner in Science
Senior Year		
10BAT	11BAT	Miss Atkinson, Teacher of Art
10CBL	11CBL	Mr Blackburn, Teacher of Geography
10SAL	11SAL	Mr Aldous, Teacher of Physical Education
10SMA	11SMA	Miss Mallett, Teacher of History
10SWA	11SWA	Mr Warner, Teacher of Science