

17 July 2023

Dear Parent / Carer,

May I remind you that the academy closes for the summer holidays at the normal time of 2.30pm on Thursday July 20.

I would like to take this final opportunity to say what an honour and a privilege it has been to be the Principal of Outwood Academy Carlton (and prior to that, Carlton Community College) for the last 9 years. Without doubt, this has been the most enjoyable time of my career and I have loved working with your children and leading such a talented and hard working team of staff. I would also like to thank you as parents and carers, for your support and dedication. And although it is time for me to now say goodbye, I will always look back with huge fondness at my time in Barnsley and at Carlton.

The arrangements for the start of the new school year are as below.

Date	Schedule for return
Monday 4th September	Closed to students - Staff INSET (disaggregated)
Tuesday 5th September	Closed to students - Staff INSET
Wednesday 6th September	Open to Y7 and Y11 only (Normal school day: 8:25am -2:30pm)
Thursday 7th September	Open to all students (Normal school day: 8:25am -2:30pm)

Mr Taylor will take over as Principal on 1st September and he will write to you during the summer holiday. In the meantime, he has asked that I pass on some important points and messages at this stage, so that you can prepare over the summer holiday for a successful start to the new year.

- Please make sure that you order uniform as soon as possible, in enough time for the start of term.
- Please see our website for full details regarding uniform: <https://www.carlton.outwood.com/uniform>
- Although many items of uniform do not need to be Outwood branded, items such as the blazer, tie and PE tops must be purchased through Trutex and contain the Outwood logo.
- Skirts are available with the logo from Trutex. Any non-logo skirt must be the box-pleat style and worn at or just above the knee, as per previous correspondence.
- Shoes should be plain black – shoes with gold or silver buckles or trims are not allowed and neither are boots, pumps, trainers, jelly or canvas shoes.
- Socks should be plain black
- Jumpers are optional but must be a plain black knitted V neck jumper (but do not need to be purchased through Trutex). No other tops can be worn.
- Students must bring a suitable bag with them every day.
- Basic equipment such as a pen, pencil, ruler and rubber should be brought every day

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.

Please also support us with the following points:

- No items of jewellery are allowed (other than a watch). This includes clear plastic piercing retainers.
- False nails / gel nails / nail polish are not allowed.
- Sometimes students tell us that they cannot remove gel nails or false eyelashes, or take out a piercing because it will heal up. These are not acceptable reasons as we have repeatedly made our position very clear, that these items should not be worn in school. I would suggest that any student intending to have a piercing, does so at the very start of the summer holiday, so that the piercing is established by the time that we return in September, meaning that it will not heal up for some weeks.

We would welcome your support with the above points.

If you have any further questions, the easiest way to contact us is via email at enquiries@carlton.outwood.com.

And finally, may I take this opportunity of wishing you a safe and happy holiday.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'PH', with a stylized flourish extending to the right.

Paul Haynes
Principal