

ARe/JWa

16 February 2017

Dear Parents/Carer

Letter from the Principal

As we approach the end of term, I wanted to thank you for your continued support of the UTC and its' ethos.

When we return, week commencing 27 February 2017, we will be preparing for exams as we move towards the summer. Year 11 and Year 13 will be the focus of intervention to ensure we maximise on their success. With this in mind, Year 11 will no longer do PE on a Wednesday afternoon, instead we will be implementing further intervention, targeting performance in key subjects. We ask that you support this process to ensure that your child is engaged during period 6; some intervention may occur after this but the majority of students will be allowed to leave at 3pm.

As per my letter of 1 February 2017, could I please inform you that mobile phones/electronic devices/headphones **are not allowed out** during lessons or project time. They should be switched off and in bags apart from break and lunchtimes. If a student is found to have them out during lesson/project time, then they will be confiscated, only to be returned at the end of the day; if this happens three times within a week, then a student will be placed into consequences for a day.

To maintain our excellent standards can I ask you to remind students they should not wear coats inside the UTC building. Following a term of constant gentle reminders, our staff will, from March, take coats and hoodies from students if worn inside the building and insist they collect them at the end of the day. This will hopefully ensure all students reflect the 'professional ethos' of the UTC. We are also increasingly having to speak with students about wearing inappropriate footwear such as trainers. Shoes should be black leather for protection. Please could I also take this opportunity to remind you that full business dress, including appropriate school trousers/skirts and black shoes is expected for ALL students. Students will be challenged regarding the above on return from the half term.

We would like to move to an electronic delivery of all Progress Trackers in the future, therefore, please could you ensure we have an up to date email address to enable this to happen. Please could you also confirm receipt of your child's Progress Tracker 4, by returning the slip at the bottom of this letter. If you require postal delivery of the Progress Tracker and have not already informed us, please contact the admin team on the usual school telephone number 0114 260 3970.

Due to the focus on finalising coursework for Year 11 and Year 13, please could I encourage students to bring their own device, if appropriate. This will ensure that they have access to IT facilities at this busy time.

- A UTC staff training day (closed to students) will take place on Friday 17 February (prior to February half term holiday)
- Formal exams begin early May, which is only 10 weeks away. Please ensure your child is in school and learning during this time, to support positive outcomes in their results. In addition, please encourage students to be prepared during exams/mock exams by being in school promptly and having all the necessary equipment and stationery.

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The Year 11 are currently in the process of organising their prom, which I am certain will be a key event following all their hard work towards exams.

Wherever possible, please could you keep us up to date regarding your contact details. We constantly have to send information through electronically, so an up to date email address is helpful. Please contact admin@utcsheffield.org.uk to update your information.

Finally, I would like to congratulate those students who have gained unconditional offers from universities, particularly those in CDM, which is down to the quality of work they have presented. Well done to all. I hope yourselves and the students have a restful holiday and look forward to a term of hard work and commitment on return to UTC on Monday 27 February 2017.

Kind regards



Alex Reynolds, Principal

I have received my son/daughter's Progress Tracker 4

Please hand in at reception following receipt of PT4 on Friday 17 March 2017 via email

Name of student _____

Tutor Group _____

Name of Parent/Carer _____