

ARe/JWa

14 February 2019

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 **25 February 2019**, 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.

Please could I remind 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; which will invoke an SLT detention.

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 (knee length) and black shoes is expected for ALL students. Students will be challenged regarding the above on return from the half term. Please could I also remind you that students are expected to have natural hair tone and not coloured hair. Sanctions will be issued to students not adhering to the above.

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

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The Year 11 are currently in the process of organising their prom, which is on Thursday 20 June 2019 at the Victoria Quays, Hilton Hotel, Sheffield, 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](mailto:admin@utcsheffield.org.uk) to update your information.

### Key Dates

- A UTC staff training day (closed to students) will take place on **Friday 15 February 2019** (prior to February half term holiday), returning **Monday 25 February 2019**
- Y11 Trial Exam week – **Monday 11 March 2019**. Students have been sent a separate letter along with their timetable
- Easter Holidays are – **Monday 1 April – Friday 12 April 2019**, returning **Monday 15 April 2019**
- Easter weekend is – **Good Friday 19 April – Easter Monday 22 April 2019**
- Formal exams for Y11 and Y13 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. If your child is not in Y11 or Y13, please support us by helping to ensure your child is focussed around the building to encourage positive learning at UTC Sheffield, City Centre

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 25 February 2019.

Kind regards



**Alex Reynolds**  
Principal

