

January 2026

Dear Parent/Carer

As we continue to improve our offer, we are constantly refining our practice to ensure that all pupils receive a world-class education. We are committed to ensuring every lesson is distraction-free and that every pupil is set up for success and equipped to learn; for this reason, we are introducing regular equipment checks. I am pleased to say the vast majority of pupils arrive at school with the essential and highly recommended equipment every day. However, we have identified that a growing minority of pupils are arriving each day without the essential equipment to learn. It goes without saying that having the correct equipment to learn creates the best chance of success and allows the teacher to teach, without the distraction of having to repeatedly lend out basic equipment such as pens and pencils.

At the start of the academic year, I shared the [Essential equipment \(2\).docx](#) list with you. We have updated this to identify the 'essential' and 'highly recommended' items we expect every pupil to have with them throughout their day.

There will be a soft start to the introduction of equipment checks, taking place this week and next, with the full implementation taking place from January 19th. The soft start will include:

1. Pupils lining up outside their tutor base as normal but with the addition of holding a pencil case with the essential equipment (2 x black pens, 2 x red pens, a pencil and 30cm ruler) in their hand.
2. If a pupil is holding the essential equipment they will enter the tutor base.
3. If a pupil is not holding the essential equipment they will be loaned replacement equipment from the tutor; the tutor will record their name and remind them that as of January 19th, they would receive a sanction.

From January 19th, the full implementation will take place. If a pupil arrives to school without the essential equipment, they will still be able to 'loan' equipment (exchanging for a deposit – phone/bus pass etc) from staff in the Reset block - loaning equipment for the day will not carry any sanction. However, if a pupil arrives to their tutor base without the essential equipment, they will receive a sanction. Their tutor will still loan the essential learning equipment.

We hope that by introducing the equipment checks with a soft start, no pupil has to receive a sanction, every child learns uninterrupted by distractions.

As always, if you do have any questions or comments, please get in touch.

Yours faithfully

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