

## Parent/Carer Weekly Bulletin

### Week Ahead

Monday 2 February	
Tuesday 3 February	Year 12 PSHE Day – 9.00AM-1.25PM
Wednesday 4 February	Year 9 Options Evening – 4PM-6PM
Thursday 5 February	
Friday 6 February	
Monday 9 February	Start of Year 11 Assessments – Full Mock
Tuesday 10 February	Year 12 Theology Day at Newman – All Day
Wednesday 11 February	Sith Form External Applicant Open Event 5-7PM Year 13 Oxford Art Trip
Thursday 12 February	Year 12 Birmingham University Library Trip
Friday 13 February	

Our theme this week has been **“Choose Wisely.”** At Forge, we believe that every choice our students and staff make shapes not only the day they have, but also the person they become. This includes the way we speak to others, how we use our time, and how we respond to challenges. We want to encourage all of our students to:

- **Be respectful** – through your actions, your attitude, and the words you choose.
- **Include others** – reach out and invite someone new to join in.
- **Own your actions** – take responsibility and make things right when mistakes happen.
- **Use time responsibly** – stay focused, stay engaged, and stay on task.

### 1. Attendance

**The top 3 forms for last week were**

**1<sup>st</sup>** - 10B2 - 99.13%

**2<sup>nd</sup>** - 7S1 - 98.75%

**3<sup>rd</sup>** - 7S2 - 98.57%

### 2. First Aid and Medication

From **Monday 2nd February**, any student requiring first aid must report to Pastoral to be triaged. If emergency first aid is deemed necessary, the student will be issued with a note and directed to the appropriate location. **Please note that first aid will not be provided in school for pre-existing injuries. Injuries that occurred at home must be assessed by a medical professional.**

If your child requires medication during the school day, a **medication consent form must be completed in advance**. All medications must be handed in to the office/first aid, with the exception of asthma inhalers and EpiPens.

Pain relief medication will **not** be administered **before 11:30am**, as students are expected to take their first dose at home. Students who require staggered doses and need pain relief before this time must report to Pastoral. Controlled or pre-agreed medications will continue to be administered as required.

Risk assessments for students attending school with injuries will only be carried out if the injury has been assessed by a medical professional outside of school hours.

### 3. Year 11 Mock Exams

From **Monday 9th February to Friday 27th February**, Year 11 students will be completing their **mock examinations**. These exams provide an important opportunity for students to prepare for their GCSEs by experiencing real exam conditions. Mock exams often help to build confidence, reduce anxiety, and familiarise students with expectations ahead of the final examinations. Mock examinations also allow teaching staff to identify individual strengths and areas for improvement, enabling us to provide targeted support and set realistic, achievable targets to support progress.

We would like to remind parents and carers of the **importance of excellent attendance**, particularly during the mock exam period. We kindly ask that you encourage your child to attend the academy every day and **arrive on time**. Where possible, we also request that medical and other appointments are arranged **outside of academy hours** to minimise disruption.

### 4. Year 9 Options

Over the coming months, **Year 9 students** will be making the important decision of selecting their **GCSE option subjects**. This is a key stage in each student's educational journey, and careful consideration is encouraged to ensure the right courses are chosen. This week, Year 9 students took part in an assembly focused on the **GCSE options process**. The assembly covered available courses, the application process, and the importance of choosing subjects that reflect students' interests, strengths, and future aspirations. Parents and carers will have received a letter via **ClassCharts** outlining key information and important dates related to the options process. Please see below the key dates for your diary.

#### **Wednesday 5 February – Parents' Options Meeting** (Band A: 4:00–5:00pm Band B: 5:00–6:00pm)

This event provides an opportunity to speak with our **Careers Advisor**, discuss subject options, and receive guidance to support informed decision making.

#### **Friday 6 March – Student Taster Day**

Students will take part in trial lessons, giving them the opportunity to experience potential option subjects before making their final choices.

#### **Wednesday 11 March – Parents' Consultation Evening** (3:45–6:00pm)

Parents and carers can meet with subject teachers to discuss the suitability of courses for their child.

#### **Friday 20 March – Deadline for Submitting Option Choices**

### 5. Parking on Site

If you are collecting your child at the end of the school day, please ensure you park safely and considerately, being mindful of our neighbours, local traffic, and the safety of all children and families. Please refrain from bringing your vehicle onto the academy site unless this has been previously agreed with the Principal. If permission has been granted, please park by the main gates upon entry and do not proceed towards the main car park. These measures are in place to safeguard our students and staff and to maintain clear access for those leaving the site.

### 6. Sixth Form Open Event

On **Wednesday 11th February**, we will be hosting an **Open Event** for external students who are considering joining the **Forge family** for their studies after GCSEs. The event will run from **5:00pm to 7:00pm**. This open event will give young people the opportunity to explore the **courses we offer**, learn about life at Forge, and discover the many benefits of studying with us. If you know a young person who is unsure about their next steps after completing their GCSEs, we encourage you to share details of this event with them. We would be delighted to welcome them and help them explore the options available. We look forward to meeting prospective students and their families.

## 7. World Book Day – Costume Donation & Pop-Up Shop

To support World Book Day, we will be running a **costume donation day** during form time. Students are welcome to donate any clean, good-quality World Book Day costumes that they no longer need.

- **KS4:** Wednesday **4<sup>th</sup> February**
- **KS3:** Thursday **5<sup>th</sup> February**

A pop-up World Book Day costume shop will then take place on **Tuesday 10th February after school in the canteen**, giving students the opportunity to pick up a costume ahead of the celebrations on **Thursday 5<sup>th</sup> March**.

Thank you for supporting this initiative and helping us make World Book Day accessible and enjoyable for all students, as well as reducing waste in our community.

## 8. Library Books

We have recently sent messages to parents and carers regarding students who have **overdue library books**. Thank you to those who have already supported their child in locating and returning their book. We still have a number of books outstanding and would appreciate these being **returned to the school library as soon as possible**. If your child is unable to locate their library book, please choose **one of the following options**:

- **Pay for a replacement book** – the cost will be available to pay via your **ParentPay account**
- **Provide a replacement copy of the same book** – this may be a second-hand copy, but it must be in **usable condition**.

Our Library Opening Times are:

Monday: **8:00am – 4:30pm**

Tuesday, Wednesday & Thursday: **8:00am – 4:00pm**

Friday: **8:00am – 3:00pm**

**We also ask that you remind your child to bring an age-appropriate reading book with them each day to the academy.**

## 9. KS3 ERIC Reading Leaders

Here are the names of our current KS3 leaders in ERIC points:

Year 7 - Lily-Mai R with 17 points

Year 8 - Olivia S with 13 points

Year 9- Mia D with 11 points

## 10. Forge House System Weekly Update

