

Our ref: IAN/CCL

November 2011

Dear Parents/Carers

Year 10 Subject Evening - Thursday 8 December 2011

At this important stage of your son's/daughter's schooling, you are invited to come into School and discuss his/her progress with subject teachers.

There will be an appointment system in operation during the evening from 4.15 pm - 7.15 pm. On page 14 of the Student Diary, there is an appointment form. Please indicate on this page the times that you would like to attend and the names of the teachers with whom you would like an appointment. **It will then be the responsibility of your son/daughter to make the appointments on your behalf.**

We hope you will be able to attend on this evening but if you are unable to do so, please write a note in the homework diary. You can contact individual members of staff at any time should you have a specific concern.

We look forward to seeing you on Thursday 8 December 2011.

Yours sincerely



Mr. I. Anderson
Senior Assistant Headteacher

November 2011

Dear Parent/Carer

**Ratton School Presents:
'Spirit of Christmas' on Tuesday 13 December 2011**

Your son/daughter has been asked to perform in the Christmas concert 'Spirit of Christmas' on Tuesday 13 December. The performance begins at 7.00pm and all students participating will be expected to arrive at school by 6.30pm. Musicians need to arrive by 6.15pm to tune their instruments.

The evening performance will include pieces by the Jazz Ensemble, Orchestra, Choirs, Chamber Choir, various soloists and audience carols. Students taking part have been asked to wear a plain red or green t-shirt (shirt or jumper) and black trousers. If this is a problem a plain white top or school top may be worn. Please ensure that tops are appropriate for a formal concert evening.

The concert should prove to be a lively and enjoyable event and will finish at approximately 8.30pm. There will be a nominal charge of £1.00 for adults and 50p for children. Parents, friends and relatives are invited to attend. At the end of the the concert there will be refreshments, and you are invited to join us for complimentary refreshments.

Please return the reply slip below to Miss Smith, in Room 219 as soon as possible.

Why not attend the performance and celebrate the festive season with us!!

Yours sincerely



MISS N. SMITH
Assistant Headteacher/Learning Leader for the Globe Community

To: Miss Smith, Room 219, Ratton School

Students Name.....

Community Year/Tutor Group.....

I give permission for my child to participate in the Christmas Celebration Concert on Tuesday 13 December.

I will arrange to collect my son/daughter at 8.30pm

Signed..... (Parent) Date.....

Please Print Name.....



Dear Irish Dance Leader Parents / Carers

Firstly I would just like to say how proud I am of your daughter's dedication and hard work on these very popular breakfast clubs. We are all pleased with the progress the children are making and enjoy our sessions together.

As performance day is just around the corner we would like to arrange some extra rehearsals, two of which will take place within school time, Tuesday 6th December during Lesson 4 at Ocklynge and Thursday 8th December at the Congress Theatre 9.30 - 12.00. We will walk to Ocklynge and Travel in a staff car to the theatre.

We would also like to run an extra breakfast session on Weds 7th December from 8am as usual. Our last session (for now!) will be on Monday 12th December, to play some games, run the dance one last time, and gather some feedback. You are most welcome to attend / observe this session if you wish.

As in previous years the Irish Dance leaders will have free entry to the concert to help with the dancers back stage and watch the rest of the concert from a dedicated position in the auditorium. If you would also like to attend I am afraid you will have to purchase tickets from Eastbourne Theatres box office at a cost of £5 / £3 concessions.

Your child will need to meet me in the Theatre foyer at 7pm on Thurs 8th December, the finish time is not certain but I estimate it will be around 9pm.

I would be most grateful if you could complete the permission slip below enabling your daughter to attend these last rehearsals and the show.

If you have any queries, please do contact me on 01323 514322 / 07718 996 853 / m.wells@ratton.e-sussex.sch.uk.

Kind Regards

Miz Wells Community Arts Officer

.....
Irish Dance Breakfast Club Extra Sessions permission slip.

Name of Student _____ Tutor Group _____

Please delete as appropriate

I give / do not give permission for my child to leave school on Tues 6th December and Thursday 8th December to run extra rehearsals.

My child can / cannot make the extra Breakfast rehearsal on Weds 7th December.
My child can / cannot make the performance at the Congress theatre on 8th December.

Signed _____ Date _____

Parent / Carer Name _____

Please provide at least one Emergency Contact

November 2011

Dear Parent/Carer,



Mock Examinations Tuesday 29 November to Tuesday 6 December 2011

All Year 11 students will be shortly engaged in our mock examination programme. These exams are designed to give students, parent/carers and staff an accurate picture of what results could be obtained if these were their final examinations. Thus areas of strength and more importantly, areas where improvement is needed can be identified. Therefore we here at Ratton School believe that this series of examinations is really important. Subject teachers will ensure students know how to prepare for each exam and what equipment will be required.

Attached to this letter is your son/daughter's personal statement of entry for the examination period. I ask that you check over the timetable with your son/daughter who is expected to sit all examinations for subjects that they take and ensure he/she is fully aware and prepared for each one. Some subjects are not included in this week as they are modular courses and students sit or have already sat external examinations for these at other times.

The day before each examination, students are asked to check the seating plans on the examination board in the blue room and note down the location and where they will be sitting.

On the day of the examination, students should assemble in the North Playground for exams in the hall, and the South Playground for exams in the gym, by the second bell at 8:45am for a period 1 examination and by the second bell at 11:30am for a period 3 examination. Students must have all equipment out that they may need for the examination in a clear case and water in clear bottle. All phones and electrical items must be switched off and stored in their bags.

We have tried to replicate the external examination process as best we can. As for all exams, I ask should your son / daughter be unwell on the day that you notify the school as early as possible. As with all examinations, extra costs to the school are incurred with the production of examination material and the employing of external examination invigilators, that we are now obliged to do, as examination supervision falls outside the normal duties for teaching staff. Therefore an administration charge of £2.00 will be charged for unnotified no shows for examinations. This will allow for the examination to be rescheduled with adequate supervision. It should be noted that a no show for an external examination not supported by a doctor's certificate will incur a charge of the full cost of the examination board (£10 - £15) and cannot be rescheduled.

I wish all Year 11's the best of luck for the mock exams and hope they achieve the grades they deserve. Any further questions or concerns you may have regarding these examinations, please contact your son/daughter's Community Learning Leader.

Yours sincerely,

Mr. Ian Anderson
Senior Assistant Headteacher Years 8-11



Headteacher: David Linsell
Park Avenue Eastbourne East Sussex BN21 2XR
T 01323 504011 F 01323 520364
E admin@ratton.e-sussex.sch.uk
www.ratton.e-sussex.sch.uk



November 2011

Dear Parent/Carer

I would like to offer your son/daughter the opportunity to get into the festive spirit German style by visiting a Christmas Market at Brighton University on Thursday 8 December 2011. This will include a variety of fun activities such as browsing market stalls, taking part in a new art mini-event called the German Christmas Draw and to see some performances put on by other school.

This will be an interesting trip for students, having the opportunity to visit Brighton University.

The voluntary cost of this trip will be £4, to cover travel and insurance costs. Places are strictly limited and will be on a first come first served basis. We will leave Ratton School at approximately 3pm and return by 7pm (this time is to be confirmed later).

Please return the reply slip below to the Finance Office, by Monday 28 November 2011.

Yours sincerely

C. Dean

MISS C. DEAN
Curriculum Leader for German

To: Finance Office, Ratton School, Park Avenue, Eastbourne, BN21 2XR

Student's Name.....

Community/Tutor Group.....

I would like my child to attend the Christmas Market at the Brighton University on Thursday 8 December 2011, and have enclosed a voluntary contribution of £4 (cheques made payable to Ratton School Fund, students name, community, tutor group and Christmas Market Brighton University on the reverse) to cover the cost of transport and insurance.

I confirm my child's medical details remain the same as the form I have already completed for this academic year (2011 - 2012)

I have not completed a medical form this academic year (2011 - 2012), please send me one for completion.

Signed.....(Parent/Carer) Date.....

Please print name.....



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December 2011

Dear Students and Parents

This year, the Dinner Dance Leavers' Ball is being held on Friday 29th June 2012 in the Floral Hall at the Winter Gardens.

Following the success of the buffet style meal last year, we will be choosing this option again. Students will be seated formally on tables with colour themed place settings and balloons. The price of £25 will include the meal, bottled water on tables (students should bring money for any additional soft drinks from the bar), disco and balloons. There will also be a photo studio where students can purchase photos on the night. Details of cost will be advised near the time.

Full payment of £25 should be made by the end of February 2012 to secure your place. Please send cash/cheques to Mrs Court in the Finance Office where you will be given a ticket as receipt. Please make cheques payable to Ratton School Fund and write student name, tutor group and "Prom" on the reverse of cheque.

We will write again nearer the time giving more details re menu and times but if you have any queries, please do not hesitate to contact me at School (01323 514313 direct line)

A team of students will be producing a Year Book, a record of events recorded in text and pictures depicting the five years you have been at Ratton. We are aiming to keep the cost of this to a minimum and further details will be given in due course.

Year 11 students will also be able to purchase named souvenir hoodies to wear during the last few weeks of their school year. Information and order form are attached.

Yours sincerely

Mrs G Court
Office Manager



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Dear Students and Parents

As part of Year 11's celebration of five years at Ratton, we have commissioned a 'Souvenir Sweatshirt' for the class of 2012. The 'hoodie' sweatshirt will be navy blue, have the Ratton logo and "Class of 2012" on the front. The back will have the student's name (or nickname - to be agreed by Community Learning Leaders) printed in large letters and below this the name of every year 11 student.

The cost of the sweatshirt will be £18.00 and you should submit this amount by cash or cheque (cheques made payable to Ratton School Fund with student name, tutor group and "year 11 sweatshirt" written on the reverse).

We will be allowing students to wear these sweatshirts in school with the rest of their uniform, just before the Easter break - so to this end, we will need to place the order by the end of February.

If you would like to order a sweatshirt, please complete the reply slip below and return with your remittance to Mrs Court in the finance office by no later than **Friday 10th February 2012**.

The sizes are regular adults, small, medium, large or extra large and a size medium can be viewed in the finance office.

Please make sure the name you would like on the back of your sweatshirt is written clearly on the reply slip. We cannot be responsible for ordering a wrong name where the writing is illegible.

Yours sincerely

MR I ANDERSON
Senior Assistant Headteacher

.....
Please return to **Mrs Court in the Finance Office no later than Friday 10th February 2012**

Student Name (please print) Tutor Group:

I wish to order a Ratton Souvenir Sweatshirt in the following size - please tick:

- Small
- Medium
- Large
- Extra Large

Name/nickname to be printed on the back :

Please print clearly (State if you wish lower case otherwise it will be printed in upper case)

I enclose cash/cheque for £18 (cheques made payable to Ratton School Fund, student name, tutor group, Year 11 sweatshirt on reverse)

Parent Signature: Date:

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Dear Parent/Carer,

Mock Examinations Tuesday 29 November to Tuesday 6 December 2011

Some Year 9 and 10 students will be shortly engaged in our mock examination programme. These exams are designed to give students, parent/carers and staff an accurate picture of what results could be obtained if these were their final examinations. Thus areas of strength and more importantly, areas where improvement is needed can be identified. Therefore we here at Ratton School believe that this series of examinations is really important. Subject teachers will ensure students know how to prepare for each exam and what equipment will be required.

Attached to this letter is your son/daughter's personal statement of entry for the examination period. I ask that you check over the timetable with your son/daughter who is expected to sit all examinations for subjects that they take and ensure he/she is fully aware and prepared for each one. Some subjects are not included in this week as they are modular courses and students sit or have already sat external examinations for these at other times.

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I wish students the best of luck for the mock exams and hope they achieve the grades they deserve. Any further questions or concerns you may have regarding these examinations, please contact your son/daughter's Community Learning Leader.

Yours sincerely,



Mr. Ian Anderson
Senior Assistant Headteacher Years 8-11



Dear Parents/Carers

RE: Psychology Seminars at St Bede's School: 8th December 2011

In order to support our Psychology students we have managed to arrange a series of seminars with our Trust Partner ST Bede's School. The seminars are designed to support students who did not achieve a C or above in the summer module examination and who need to re-sit.

The Seminars are on Thursday 8th December during the afternoon. Transport to and from St Bede's school will be provided and there is no cost to your child. The focus of the seminars will be around memory and there will be two sessions looking at different aspects of memory.

The sessions will be led by 6th form students with support from staff. This is an exciting opportunity to develop learning and revise topics covered last year. We are enormously grateful to St Bede's for giving us this opportunity.

The sessions will end about 3pm so students will be returning to school by about 3.30-3.45pm.

If you would like your child to attend this exciting event please complete the slip below and return it to the Finance Office as soon as possible.

Yours sincerely

J Taylor
Assistant Headteacher
Learning Director - Human World

.....
Please return this slip to the Finance Office by 2nd December

Student Name: Tutor Group:

I would like my child to attend the seminars at St Bede's school on 8th December 2011. I understand that my child will be returning to Ratton by about 3.30-3.45pm and will make provision for collection at that time.

My child has handed in to the Finance Office a medical form completed this academic year.

Signed:..... Date:.....

Print name.....

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Wednesday 23rd November 2011

Dear Parent/Carer

As you will be aware from the media, most teaching and non-teaching unions will be taking industrial action on the **30th November**.

The action (a one-day strike) will result in class or whole school closures across the country.

The decision to close the school for all students is never taken lightly but in this instance, where staff have elected to take lawful industrial action, I will have no choice but to take appropriate steps to ensure the health, safety, and wellbeing of all students.

We are aware that school closures inconvenience parents and carers and so I am writing to give you advance notice of the likely impact of the action on this school.

If the action goes ahead, the following arrangements will be in place:

School will be closed to all students. However, if you have pressing childcare issues we can offer supervised self-study for all or part of the day for students. Your child would have access to ICT facilities and be supervised and cared for, but not taught or given any work. Should you wish to take up this offer please either E-mail admin@ratton.e-sussex.sch.uk or phone the school by 3pm on Tuesday 29th November telling us the name and year group of your child/ren.

Thank you for your patience and understanding.

Mr D Linsell
Headteacher



Headteacher: David Linsell

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