



KING EDWARD VI SCHOOL, LICHFIELD

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Headteacher: Mrs C Forster

Wednesday 17th December 2025

Dear Parents and Carers,

As we reach the end of the first term of the 2025–2026 academic year, we would like to take this opportunity to thank you for your continued support and partnership. It has been a pleasure to see our students working so positively, and we hope all our families enjoy a well-deserved and restful break.

On Friday, we will share the latest edition of our newsletter, highlighting some of the wonderful things our students have been involved in and celebrating some recent achievements. A reminder that school closes for the Christmas break at **1.00pm on Friday 19th December** and reopens on **Monday 5th January**. On Friday 19th December we will have a slightly extended break in school to give students the opportunity to purchase food from our canteen during break. Before we finish for the holiday, we would like to share a few important reminders ahead of the new term.

School Site Safety

We are aware that some parents and carers are using the Sports Centre car park to drop off and collect students. Kingshill Road is shared with Saxon Hill School, all students for Saxon Hill School arrive in personal transport, and additional traffic poses a significant safety risk for our students and staff. This is particularly the case when additional traffic leaves the school site in the mornings having dropped students on site.

Unless you have a pre-arranged meeting with a member of staff—or have been asked to collect your child due to illness or a medical appointment—the school car park must not be used during the school day. To ensure safety, the site is closed to parents and carers between **8.15am and 3.45pm**. We will be monitoring this closely and may speak with families who continue to drive onto the site. Your cooperation is greatly appreciated in helping us to keep our whole school community safe.

Uniform

As part of the “Ready” element of our Code of Conduct, all students are expected to wear full, correct uniform. Wearing the uniform with pride reflects our shared values of respect, responsibility, and community.

Staff have been working hard to ensure uniform expectations are applied consistently. Any incorrect uniform incidents are logged on GO4Schools, and three logs per half term will result in an after-school detention. Both student and parent feedback indicate that consistent expectations help reduce peer pressure around uniform. Thank you for your ongoing support in helping students meet these expectations. Our uniform guidance can be found on the school website.

Equipment

Please support your child in checking their timetable each evening to ensure they bring the correct equipment to school. Not having the correct equipment can delay learning in lessons as replacements items are shared. All students should have a glue stick and a green pen, which are used for self-assessment and reflection activities. If you are looking for stocking-filler ideas, these items are always useful additions!

Praise and Behaviour

We are delighted to see so many students being recognised for their achievements through the allocation of bronze and silver awards on GO4Schools. As we end the term, staff will also be nominating students for Gold and Platinum awards - an excellent opportunity to celebrate their hard work and progress. Details of these will be shared with parents as well as recorded on GO4Schools and represent students working at a consistently high level or going above and beyond in a particular subject.

Detentions may still be issued, when necessary, in line with our praise and behaviour policy. If your child receives a detention, this will be communicated through GO4Schools. Please note that detentions must be completed on the day they are set, except in the case of medical appointments. In these situations, please contact office@keslichfield.org.uk and provide appropriate evidence.

Mobile Phones

In line with government guidance, we prohibit the use of mobile phones during the school day. If students choose to bring a mobile phone to school, it must be switched off and kept out of sight in their bag—not in blazer or trouser pockets - between **8.45am and 3.15pm**. Misuse will be logged on GO4Schools, and repeated incidents may lead to an after-school detention or, if necessary, the phone being held until a parent or carer collects it.

Smartwatches may be worn but must not be connected to mobile phones. Checking messages or notifications will be treated the same as mobile phone use.

Thank you for your support this term. We wish all our families a restful Christmas break and look forward to welcoming students back on Monday 5th January at 8:45am.

Yours sincerely,

The King Edward VI School Leadership Team