



SUTTON  
COMMUNITY  
ACADEMY



SCA-office@attrust.org.uk



01623 980055



High Pavement, Sutton-in Ashfield,  
Notts, NG17 1EE

Head of Academy: Mr L. Taylor

Friday, 26<sup>th</sup> January 2024

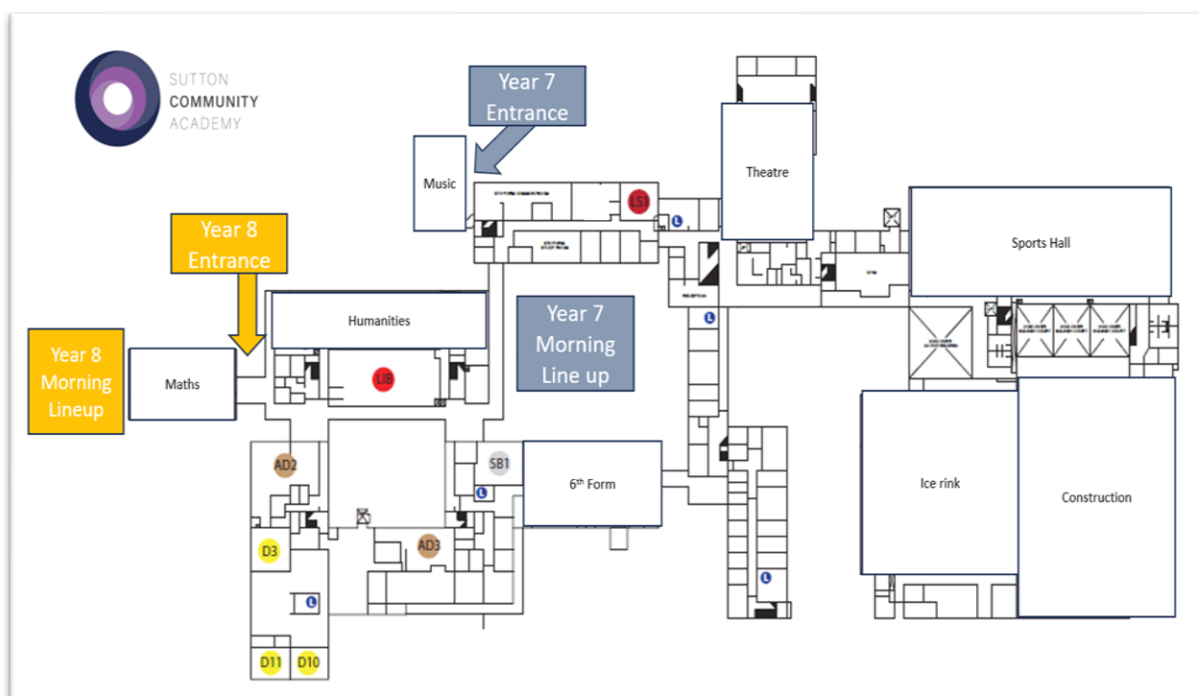
Dear Parents/Guardians,

**Subject: Changes to Student Entrances for Year 7 and Year 8 Students**

We hope this letter finds you well. We would like to inform you of a minor adjustment that will be implemented starting this Monday, 29<sup>th</sup> January. This change affects the entrances that Year 7 and Year 8 students will be using upon entering the academy site.

After careful consideration and in our ongoing efforts to enhance the overall experience and safety of our students, we have decided to designate separate entrances for Year 7 and Year 8 students. The primary objective of this adjustment is to facilitate smoother student movement and to set clear expectations as they arrive at the academy.

Beginning on Monday, 29<sup>th</sup> January, Year 7 students will be using the Music Block entrance for entry into the school, while Year 8 students will be using the entrance between Maths and Humanities. Signage will be prominently displayed to guide the students to their designated entrances.



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We believe that this change will contribute to a more organized and efficient arrival process, ensuring that students transition seamlessly into their respective areas of the academy. This measure is also intended to support our commitment to creating a positive and conducive learning environment for all students.

We kindly request your cooperation in communicating this information to your child and encouraging them to use the designated entrance as per their year group. Teachers and staff will be present to guide and assist students during this transition period.

Thank you for your understanding and cooperation as we continue to strive for the best possible educational experience for all our students.

Kind Regards

A handwritten signature in black ink, appearing to read 'L. Taylor', with a stylized flourish at the end.

Lewis Taylor

Head of Academy