



**GUISELEY  
SCHOOL**

31 August 2023

Dear Parent / Carer

I hope you are all well and looking forward to the new term starting next week. We are taking the opportunity to remind parents and carers of our return to school schedule.

**Return to School - September**

Monday 4<sup>th</sup> and Tuesday 5<sup>th</sup> September will be training days for school staff. **Students will return on Wednesday 6<sup>th</sup> September.**

**Wednesday 6<sup>th</sup> September:**

Students in years 8-11 will need to be at school in their form room at 12.30pm. Staff will be available to meet them and advise them of their form room location as they arrive. **A lunch service will not be available so students will need to eat before they arrive in school.** The school site will open to students in Year 8 – 11 from 12.15.

**All students** will need to bring their lanyard, a pencil case & reading book. PE kit & exercise books will not be required as they will be with Form Tutors. Planners and timetables will be issued on the day.

**Thursday 7<sup>th</sup> September:**

School will start as normal at **8.30 for all students.**

**School Day**

As you will be aware, we have new timings of our school this coming September. The outline of the day can be found below.

<b>Timings of the school day</b>	
08:30 – 08:45 Registration and Tutor time	
08:45 – 09:35 Lesson 1	
09:35 – 10:25 Lesson 2	
10:25 – 10:40 Break	
10:40 – 11:30 Lesson 3	
11:30 – 12:20 Lesson 4	
12:20 – 12:50 Lunch for Years 7, 8, 12 and 13	12:20 – 12:50 Tutor time for Years 9, 10 and 11
12:50 – 13:20 Tutor time for Years 7, 8, 12 and 13	12:50 – 13:20 Lunch for Years 9, 10 and 11
13:20 – 14:10 Lesson 5	
14:10 – 15:00 Lesson 6	

**Behaviour and Attendance**

Over the course of the summer, we have reviewed our behaviour and attendance policies in order to ensure they reflect up to date guidance and legislation while continuing to provide the foundations for exceptional

**Fieldhead Road, Guiseley, Leeds, LS20 8DT 01943 872315 [guiseleyschool.org.uk](http://guiseleyschool.org.uk) [info@guiseleyschool.org.uk](mailto:info@guiseleyschool.org.uk)  
Headteacher: Mr Paul Clayton**



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achievement in school. We will be sending parents summaries of any key amendments when we return in next week.

### **Timetables**

Your child's timetable for the new academic year is now visible on Insight. To access the timetable, visit <https://connect.guiseleyschool.org.uk/INSIGHT/> and log in with your email address held on file and password. If you do not know your password, please click the forgotten password link on the login screen. Once logged in, choose 'Student' at the top, then choose Timetable. You may need to click 'Later' at the right hand side to move on to the first week of the timetable.

### **Lockers**

We are delighted to offer your child the continued use of a locker whilst they are in school this new academic year. If you wish for your child to continue using a locker, we will need a payment of £3. The cost covers administration, maintenance, and replacement keys for the lockers. We have managed to reduce the charge from £5 in previous years to £3 to help in this current economic climate. Payments can be made via our online payments system ParentPay from Wednesday 6<sup>th</sup> September.

If you have any ParentPay queries, please email [finance@guiseleyschool.org.uk](mailto:finance@guiseleyschool.org.uk).

**To make your payment, simply log into your child's ParentPay account**

**Click on Pay for Other Items**

**Scroll to Lockers 2023/24**

**Add to basket**

**Check out**

If your child has Pupil Premium, please disregard the above payment details. The **deadline** for payments is **Friday 27 October 2023**.


### **Reading**

We have had a very successful year promoting reading for pleasure with students, staff and parents/carers. Alongside attendance rates, reading for pleasure is the factor which has the biggest impact on student progress. To that end, reading tests are currently taking place for the current Years 7-9. The results from these will help us track the progress students have made this year and help us to understand how best to support students over the course of the first term. Reading tests for our new Year 7 cohort will take place from September.

We hope your child has been able to engage with our Guiseley School Summer Reading Challenge with the aim of reading for 150,000 minutes over the course of the holiday. Links to our reading challenge can be found on the school website and the VLE. There is still time to get those last few minutes logged!

We are looking forward to the new school year and the exciting opportunities it will bring. I trust you all enjoy the final weekend of the summer break. If you have any questions or queries, please get in touch via our school email address at [info@guiseleyschool.org.uk](mailto:info@guiseleyschool.org.uk)

Yours sincerely



Paul Clayton  
**Headteacher**