



WEST SUSSEX COUNTY COUNCIL

# IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

**Compassion**  
**Achievement**  
**Respect**  
**Endeavour**

*The cornerstones of our  
learning community*

Ref: GFR/cb

September 2018

Dear Year 11 Parent(s)/Carers(s)

I am very pleased to have this opportunity to write to you. This will be an important year for all of us and students have settled into their Year 11 lessons well. I am sure they will work hard to achieve the very best G.C.S.E. grades of which they are capable.

Each year we produce a list of key dates for the academic year and I do feel it is worth noting these dates to ensure that you can plan ahead for Consultation Evenings etc. These can be found on our website under Dates/Key Dates. If your son/daughter then forgets to pass on information, you can help him/her by reminding them! The student diary is the key to helping students organise their studies and this is available via their phones/tablets. A paper diary is also available upon request.

Instructions for synchronising smartphones or tablets with the school system can be found on the Remote Access Page of the school website – setting this up allows students to access their timetable and homework from the palm of their hand. Alternatively, students can view this via their Calendar which is accessible via “My E-Mail” in full Remote Access or Outlook Web Access.

As a parent, you can access details of homework that has been set for your son/daughter via SIMS Parent. If you are unable to log in to SIMS Parent please contact our I.T. Support Team via e-mail at [itsupport@imberhorne.co.uk](mailto:itsupport@imberhorne.co.uk) or by calling 01342 310989.

If at any point you have queries regarding your son/daughter's progress, please email the individual subject teacher in the first instance. Teaching staff email addresses are available from the individual subject pages on our website. For any other queries, please contact the relevant form tutor in the first instance, details on our website under “Staff Directory” menu. However, please do not hesitate to contact me directly at [gfriend@imberhorne.co.uk](mailto:gfriend@imberhorne.co.uk) if you feel the matter should be passed directly to me and I will endeavour to get back to you as soon as possible.

It is important for students to attend school every day and it has been proven that continuous high attendance has a direct impact on students' attainment. Realistically, we appreciate that some absence is inevitable. Please continue to ring in and communicate with us if there are any issues that we can support you with. We are no longer authorising any holidays at Key Stage 4 regardless of exceptional circumstances.



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In order to reduce disruption to your child's learning, we would ask that, where possible, medical appointments are made during the school holidays. We appreciate this is not always feasible so would ask that term time appointments are made either early in the morning, so that your child is in school by the beginning of lesson 1 which starts at 8.55am, or after 2.30pm. This will reduce disruption and ensure your child attends as many lessons as possible throughout the year.

May I thank you for your continued support in ensuring students are wearing the correct uniform. We are proud of our school uniform and expect Year 11 students to set an example in terms of wearing their uniform in line with the school's policy.

This year our **Sixth Form Open Evening** will take place on **Thursday 8<sup>th</sup> November (5.00-8.00pm.)** at Imberhorne Lane and all parents and students are warmly invited to this evening. A letter will be sent nearer this date from 6<sup>th</sup> Form with further details and an individual invitation.

I hope your daughter/son enjoys this challenging year and participates in all the school has to offer. I wish them every success in their GCSE exams.

Yours faithfully

*GFriend*

Mr G Friend  
Head of Year 11