



Dear Parents and Carers,

17<sup>th</sup> December 2018

We are now starting the last week of what has been a long half term. The Christmas holidays beckon and I wanted to take this opportunity to thank you for your support of your children and us throughout this term and wish you a very happy Christmas. Working in schools is such a privilege and seeing young people grow and learn is the biggest gift we can offer all year round.

We have enjoyed some festive events in the last week, Santa visited our Year 7 students gifting them a book as part of the book buzz initiative; we hosted our annual book fayre in our PLC; we joined with three local primary schools to take part in our annual Carol Service at St Mary's Church and we hosted our Christmas Dinner and Christmas Jumper Day on Friday. We have also been out in our community serving dinner at the Leiston Centre and visiting Cleves Place Care Home, events that brought much enjoyment to our students and to those they visited. The spirit of Christmas has also been seen in our collection for our local foodbank and also by some amazing students from Mr Gardiner's Tutor Group who have collected toys for donation to a local charity in Cambridge. The Act of Kindness Advent Calendar has really been embraced with children really thinking about the small acts that make a difference to others.

We say goodbye at the end of term to three members of staff who have been with us short term. Mrs Quick has been working in our MFL team, Mr Kalinowski in Humanities and Mrs Fraser in Drama. We thank them all for their hard work for our students. In January we have some excellent new staff joining our team who we have been delighted to recruit. Ms Eyre joins us as Head of English, Mr Matthews as Head of MFL, Mr Tyson as History teacher and Mrs Culshaw teaching German in our MFL team. Mr Gardiner will be teaching more Drama after Christmas as Miss Cianciola continues her maternity leave. As a result of the joining of new staff we have made a few tweaks to our timetable and children will be issued with their new timetables later this week. Mostly our timetables have kept groups being taught by the same teachers, but for some students the time in the week when the lessons happen have changed.

As we look to the New Year and beginning 2019 we will have our first two lessons on the New Year on Monday 7<sup>th</sup> January with tutors, allowing all students to start the year setting targets, and reflecting on our collective vision of We work hard, we are kind, we are PROUD. If students have PE on their timetable on those first 2 lessons they will not need their kit. If you have any queries about new timetables once they are issued please contact Tutor or Achievement Leader for support in the first instance.

Finally we have our Year 11 mock interview day coming up on Monday 14<sup>th</sup> January, between 10:30 and 13:30 and are looking for a few additional employers to come and interview students, if you are willing to volunteer to do this please contact Mr Course on [DCourse@castlemanor.org.uk](mailto:DCourse@castlemanor.org.uk)

As always I can be contacted on [VWhitcombe@castlemanor.org.uk](mailto:VWhitcombe@castlemanor.org.uk) or my PA can be contacted on [GMitchell@castlemanor.org.uk](mailto:GMitchell@castlemanor.org.uk) or by phoning the school.

Once more wishing you a very happy Christmas and holiday season

Vanessa Whitcombe  
Headteacher

Headteacher: Mrs. Vanessa Whitcombe

Unity Schools Partnership is a charitable company limited by guarantee and registered in England and Wales with company number 07400386. The registered office is at Unity SP Offices, Park Road, Haverhill, Suffolk, CB9 7YD.



Castle Manor Academy  
Eastern Avenue  
Haverhill  
Suffolk CB9 9JE

Tel: 01440 705501  
Fax: 01440 714050  
Email: [info@castlemanor.org.uk](mailto:info@castlemanor.org.uk)  
Website: [www.castlemanor.org.uk](http://www.castlemanor.org.uk)