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| **WEEKLY OPERATIONAL BULLETIN**  **Friday 08 September 2023** |
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| **This Week’s Treviglas Focus – Setting the Standard** |
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A message from Mr Rogers - It’s been a great week, a great return, thanks to all staff for making it such a brilliant start to the year. It’s been lovely to meet the new Year 7’s. The vast majority of the students have exceeded expectations in how they have returned to school - this is now the standard.

1. Thank you to all those who have helped with the following over the last week or so:

* Inset Day last Monday - it was an intense but productive day.
* Welcoming Year 7, special thanks to Mrs Gilbert and the Year 7 tutor team for making it such a smooth start.
* Welcoming Year 12, thanks to Mrs Handford and the Post 16 team for their induction. Numbers are looking very promising.
* Thanks to all staff for your efforts in adapting to new systems and processes.
* Thank you to everyone who has supported our new members of staff:-

Ricky Blackman – Maths (BLK)

Gerard Watts – Computer Science & IT (WAT)

Cindy Ye – Maths (CYE)

Saoirse Noonan – History (NOO)

Callum Scott – Science (SCT)

Stephanie Prout – Maths (PRO)

Charlotte Pollard – Geography (PLD)

Rachel Franklin – Health & Social Care (FRN)

1. Well done to:

* Exam results - all of our GCSE students. Provisional analysis shows P8 = 0.2 and we are confident this will put us in the top performing schools in the county for the third year running.
* All students for their achievements over the summer, see the Treviglas Facebook page for details of individual successes.
* The site team and all those involved in the refurbishment for getting the school looking good despite all the ongoing work.

1. We look forward to:

* Our Year 5 and 6 open events starting on Friday 15 September from 9 - 10.30 am - for further information please contact Mrs Gilbert.
* Collaboration visit of the Falmouth School Deputy Head, Jake Price on Friday 15 September.
* Applications for the following posts which expire on 15 September at 9 am - Senior School Improvement Lead, Headteacher.

1. Please remember the following:

* The deadline for Performance Management forms is 26 September - please complete your section of the form prior to your meeting with your line manager.
* In the event of absence from work please send ALL notifications to [absence@treviglas.cornwall.sch.uk](mailto:absence@treviglas.cornwall.sch.uk) by 7.15 am.
* All leave of absence and off timetable requests must be submitted no less than 2 weeks in advance.
* Always get your Purchase Orders to Amy in Finance in a timely manner. If in doubt go and speak to Amy.
* Log all sanctions on Satchel before 3.15 pm each day.
* Please don’t forget to use the new signing in and out system, either use your card at the machine in the reception area, or use the app. This sign in/out procedure will be crucial for evacuation and fire drill procedures.

1. Staff Wellbeing –

* The main office should not be accessed between 8.30 and 9.30 am, except in an emergency, to allow a smooth start to the school day for all.

**TERM DATES**

**Monday 4 September 2023 – Inset Day (school is closed to all students)**

**Tuesday 5 September 2023 – First Day of Autumn Term for all students**

**Monday 23 October to Friday 27 October 2023 – Half Term**

**Tuesday 19 December 2023 – Last Day of Autumn Term**

**Thursday 4 January 2024 – First Day of Spring Term**

**Monday 12 February to Friday 16 February 2024 – Half Term**

**Monday 19 February – Inset Day (school closed to all students)**

**Thursday 28 March 2024 – Last Day of Spring Term**

**Monday 15 April 2024 – First Day of Summer Term**

**Monday 27 May to Friday 31 May 2024 – Half Term**

**Friday 19 July 2024 – Last Day of Summer Term**

**Monday 22, Tuesday 23 & Wednesday 24 July – Inset Days (school closed to all students)**

| **TREVIGLAS ACADEMY CALENDAR** |
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| **Monday 11 September 2023** |
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| 4 to 4.45 pm Whole Staff Briefing in the Main Hall |
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| **Tuesday 12 September 2023** |
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| 8.40 to 9 am - Assembly - Year 7 - Main Hall - Mr Wilson  9 to 10.30 am HR/Finance Meeting in Post 16 Building  3.15 Senior Leadership Meeting in Leadership Office |
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| **Wednesday 13 September 2023** |
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| 8.40 to 9 am - Assembly - Year 11 - Main Hall - Mrs Vittle  8.30 am ELT Meeting at Roseland Academy  1 - 3 pm NSN Meeting - all PE Leads in the Post 16 Building  Off Timetable - All Day - ECT Mentoring Training - Mr Tamlyn  Off Timetable - 11 am to 3 pm - ECT Training - Mr Scott, Miss Pollard & Miss Noonan  Off Timetable - 8.30 to 10 am - ECT Mentoring Training - Mrs Pearn |
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| **Thursday 14 September 2023** |
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| 8.40 to 9 am - Assembly - Year 10 - Main Hall - Mr Lewis  All Day Tempest Photos for our Year 7 and new starter students in the Main Hall |
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| **Friday 15 September 2023** |
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| 9 - 10.30 am Year 5 & 6 Open Morning    Off Timetable - 8.30 to 10 am - Open Morning - Mrs Gilbert |
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| **Weekend** |
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| **Week** | **Date Week Commencing** | **Forthcoming Events – (some may be subject to change)** |
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| Green Week | 18 September | Tuesday 19th - 9 to 10 am Year 11 Networking Breakfast - Mrs Ford  Wednesday 20th - Immunisation Day Year 8  Wednesday 20th - 12 to 3 - Cross Country Race 1 - Years 4, 5 & 6, Newquay Tretherras to be held at Newquay Sports Centre  Wednesday 20th - 3.45 to 5.45 pm - Years 5 & 6 Activity Sessions, history & business with Mrs Gilbert |
| Blue Week | 25 September | Tuesday 26th - 4.30 to 7 pm - Years 5 & 6 Open Evening - all staff  Wednesday 27th - 1.30 to 3 pm - Macron Football Festival Years 5 & 6 at Treviglas Academy Sports Fields  Thursday 28th - 5.30 to 6.30 pm - WEX/Careers Evening hosted by Mr Wilson |
| Green Week | 02 October | Tuesday 3rd - 9 to 10 am - Year 11 Networking Breakfast  Tuesday 3rd - 3.45 to 5.45 pm - Years 5 & 6 Activity Sessions for art and drama with Mrs Gilbert  Wednesday 4th - 3.30 to 5 pm - Mixed Netball years 3 & 4 at Newquay Tretherras Netball Courts  Thursday 5th - 3.45 to 5.45 pm - Years 5 & 6 Activity Sessions, maths & Science with Mrs Gilbert |