

**Principal: Mr D McGilloway**

Broadoak Academy, Windwhistle Road,  
Weston-super-Mare BS23 4NP Tel: 01934 422 000  
Email: enquiries@broadoakacademy.clf.uk  
www.broadoakacademy.clf.uk



Dear Parents/Carers,

We have come to the end of another school year. It is important to say that overall, the students conducted themselves brilliantly throughout the year. We are very proud of each and every one of them.

At Broadoak, we do not underestimate the challenges in ensuring our students have a safe and relaxing break over the summer, and how important the routines and support of schools are during the school year. So, as students and families enter the summer break, please take advantage of any support available in our community – summer clubs for the students, community groups that can help emotionally or financially where needed. Further details have been included below.

Included with this letter you will find information regarding:

- Letter from the Principal
- Attendance information
- Chestnut House updates
- Community support and information

In terms of our return to school in September: Monday 1<sup>st</sup> and Tuesday, 2<sup>nd</sup> of September are INSET days, therefore students will not be expected in school. Students will return as follows:

- Wednesday, 3<sup>rd</sup> September - **Years 7 & 11 only**
- Thursday, 4<sup>th</sup> September – **All years**

### **Information for Year 10 Families**

Staff have been working diligently to mark the Year 10 PPE papers ahead of our data deadline, and we are now beginning the process of generating student



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reports.

Please note that these reports take some time to compile. You will receive a digital copy of your child's report by Friday 1st August. When students return in September, we will also provide them with a physical copy to ensure they have access to their current working grade data.

Before signing off, can I ask that parents/carers ensure that students return to school in full, proper school uniform as expected. This includes adhering to any rules around jewellery etc. PE kit is only to be worn on days when students have PE. Guidance on uniform can be found here:

<https://broadoakacademy.clf.uk/our-academy/uniform/>

Uniform can be purchased from: NK Group, Unit 7 Station Road, Worle, Phone: 01934 51100.

House Ties can also be ordered online at:

<https://www.nkgroupuk.com/collections/broadoak-mathematics-and-computing-college/products/broadoak-academy-house-tie>

May I take this opportunity to thank our parents and carers for their ongoing support and cooperation. I wish all students and their families a safe and relaxing break and look forward to seeing everyone again in September.

Yours sincerely,

**Mr. D McGilloway**  
**Principal**



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## **Attendance Information for Parents and Carers**

### **Broadoak Academy – August 2025**

After a successful 2024/25, we are looking forward to welcoming our Broadoak students in September 2025 for the start of our new academic year. The last academic year was full of wonderful opportunities for our young people, including our school production, Broadoak's Got Talent, sports day, house celebrations, enrichment week – just to name a few. We are excited to see what the next year brings, as Broadoak students continue to make the most of their time in school, show courage to face challenges and make good choices.

We would like to say a **big thank you** to all our Broadoak Academy parents and carers for supporting your children to attend school and engage so well with their learning. We know that this reflects the value our families place on children learning in school every day. We are looking forward to continuing to work together, to support best attendance and learning.

At Broadoak Academy we want and expect our pupils to attend school every day, unless they are really not well enough to, or there is another very good reason for their absence which is agreed by the academy.

We believe that children who attend regularly are more likely to feel settled in school, maintain friendships, keep up with their learning and gain the greatest benefit from their education.

Attending on time every day also helps pupils form good habits which can stay with them throughout their education and on into the workplace.

### **Return to school arrangements**

The first day and week of term are very important in helping pupils to settle into school and the school routine. **We know that children who attend every day during the first week of term are more likely to attend well over the year.** They are also better settled into the changes that happen in new terms, and therefore more readily able to access learning than those who miss out.

Thank you for your support in ensuring your child returns to school **on the first day of term.**

Broadoak students will return to school as follows:

### **Year 7 and 11 – Wednesday 3<sup>rd</sup> September 2025**

Year 7 will enter through the usual student entrance and come straight into a Year 7 assembly, followed by time with their tutors, before normal lessons begin.

Year 11 will be going straight in to tutor time and then into lessons.

## **Year 8, 9 and 10 – Thursday 4<sup>th</sup> September 2025 (as well as Y7 and 11)**

All year groups (including Y7 and 11) will have their first lesson on Thursday with their tutors. Normal lessons will begin from period 2 for all students.

The timings of the school day will be as normal from the very first day of term, with students expected to be in school from **8:30am**. Free breakfast club is available in the dining hall from 8am. The school day will end at 3:00pm. Students should be in full uniform ([website information here](#)) with correct equipment which should include: a bag, a pencil case (with a black pen, spare pens, pencil, highlighter(s)) and a water bottle.

### **Support for your child in school**

Please remember that we are here to help in any way we can. If you have any concerns about your child that you wish to discuss with us, please do get in touch. If we cannot help directly, we will work with you to help you find other support.

You can contact us by email [parents@broadoakacademy.clf.uk](mailto:parents@broadoakacademy.clf.uk) or by phone on [01934 422 000](tel:01934422000).

### **Arriving at school on time**

Arriving at school on time is essential for the pupil's own learning, it encourages habits of good timekeeping and lessens any classroom disruption. Late arrival means pupils risk missing important information which can seriously disadvantage them.

Pupils can arrive from 8am and attend our free breakfast club held in the dining hall.

- All pupils are expected to arrive at school in good time for the start of the school day at **8:30 am**.
- If a pupil arrives at school after **8:45am** they will be marked in the register as late.

Staff may ask to meet with parents/carers of pupils who arrive late to school, to discuss reasons for lateness and solutions.

### **Illness**

Pupils should attend school on every day the school is open, unless they are really not well enough.

Minor illness should not be a reason for staying at home. If your child attends school when feeling slightly under the weather, but feels worse during the school day, they can let a member of staff know and we will contact you if we think your child needs to go home. If you aren't sure whether to send your child to school, please contact us by

email [attendance@ba.clf.uk](mailto:attendance@ba.clf.uk) or by phone on [01934 422 000](tel:01934422000) and we will be happy to talk this through with you.

If your child is too ill to attend, you must contact the academy **before 8:30am** on the first day of absence, to let us know. If your child is ill for more than one day, you will need to contact the academy on each morning of the absence, unless otherwise agreed.

To report an absence, contact us by email [attendance@ba.clf.uk](mailto:attendance@ba.clf.uk) or by phone on [01934 422 000](tel:01934422000).

Please clearly explain the symptoms your child has, when the symptoms started, and when you expect your child to be well enough to return to school.

By law, schools must record all pupil absences and whether the absence is authorised or unauthorised.

### **Medical and dental appointments**

Please try to avoid medical and dental appointments in school time. If this is unavoidable, arrange appointments so the minimum school time is lost. Unless it is an emergency appointment, parents/carers are expected to let the academy know about the appointment in advance, with evidence of the appointment. Your child should still attend school for as much of the school day as possible.

### **Absence follow up**

The academy will follow up any pupil absences where the parent/carer has not contacted us to explain why, or where we are unclear about the reason for absence.

If you don't tell us the reason for your child's absence, it will be recorded as unauthorised.

Where the academy has cause for concern about the actual reason for a pupil's absence, staff may seek more information or evidence from parents/carers, and/or make a home visit to check the reason.

Unauthorised absences may result in a penalty notice or prosecution.

### **Important reminder about term time leave**

Attending school every day helps children and young people maximise their learning and enjoy the benefits of their education. It really does make a difference.

For that reason, the academy will not authorise any leave of absence in term time, unless satisfied the reason is exceptional.

We ask parents and carers to request permission in advance, and only if absolutely necessary. Any requests should be put in writing via the appropriate form (available from school reception) and wherever possible with at least four school weeks' notice. The parent or carer who the child normally lives with should make the application.

We also ask parents and carers not to make plans without discussing with the academy first, so that we can make good decisions together.

Family emergencies also need careful consideration. It may not always be appropriate, or in the best interests of the child, to miss school for emergencies which are being dealt with by adult family members. Wherever possible, please try to make alternative arrangements for your child so they can still attend school.

It is really important that we know where children are, as we have a duty to ensure they are safe. If we don't know why a child is absent, we will follow our safeguarding procedures.

Parents/carers are reminded that unauthorised term time leave may result in a penalty notice or prosecution.

To assist parents/carers in booking holidays and arranging other events, our term dates and inset days until July 2026 can be found here:

<https://broadoakacademy.clf.uk/our-academy/term-dates/> and at the bottom of this letter.

### **Legal action for unauthorised absence – including penalty notices**

The government made changes to the penalty notices for unauthorised absence rules, which came into effect on 19 August 2024.

If a child has at least 10 sessions of unauthorised absence in 10 school weeks, their parent/s may receive a penalty notice. (A morning or afternoon is one session; a whole school day is two sessions.) However, the government's rules also allow for penalty notices to be issued for less unauthorised absence, in some circumstances, for example where parents appear to be avoiding the national threshold by taking several term time holidays below threshold, or for repeated absence for birthdays or other family events which the school has not authorised absence for.

Penalty notices are issued to each parent/carers with responsibility for the child and are issued for each child with unauthorised absence. For example, if two siblings have unauthorised absence, and there are two parents/carers with responsibility for the children, four penalty notices would be issued.

**Please note:** Penalty notices are issued to parents and carers as an alternative to prosecution and are intended to prevent the need for court action. A penalty notice may not be issued if prosecution is considered a more appropriate sanction for a pupil's unauthorised absence.

The table below provides more information about penalty notices and other legal action for unauthorised absence.

### Further information

If you have any questions about the information provided, or any other attendance related questions, please contact [attendance@ba.clf.uk](mailto:attendance@ba.clf.uk) or [Jacqui.pratlett@clf.uk](mailto:Jacqui.pratlett@clf.uk) (Designated Attendance Lead)

Our full school attendance policy can be found here <https://broadoakacademy.clf.uk/wp-content/uploads/Attendance-Policy-Nov-24-2.pdf>

We are looking forward to a brilliant start to the 2025/26 academic year at Broadoak Academy.

Yours sincerely

**Danny McGilloway**

**Principal**

### Term Dates 2025-2026

<b>Term 1</b>	
First day of term for students	Wednesday 3rd September 2025
Last day of term for students	Wednesday 22nd October 2025
INSET Dates	Monday 1st September 2025 Tuesday 2nd September 2025 Thursday 23rd October 2025 Friday 24th October 2025
<b>Term 2</b>	
First day of term for students	Monday 3rd November 2025
Last day of term for students	Friday 19th December 2025
<b>Term 3</b>	
First day of term for students	Tuesday 6th January 2026
Last day of term for students	Friday 13th February 2026
INSET Dates	Monday 5th January 2026

<b>Term 4</b>	
First day of term for students	Tuesday 24th February 2026
Last day of term for students	Thursday 2nd April 2026
INSET Dates	Monday 23rd February 2026 Friday 6th March 2025
Bank Holidays	Friday 3rd April 2026
<b>Term 5</b>	
First day of term for students	Monday 20th April 2026
Last day of term for students	Friday 22nd May 2026
Bank Holiday	Monday 4th May 2026
<b>Term 6</b>	
First day of term for students	Monday 1st June 2026
Last day of term for students	Tuesday 21st July 2026
INSET Dates	Friday 3rd July 2026

### Penalty notices for unauthorised absence

Penalty notices are issued to parents as an alternative to prosecution and are intended to prevent the need for court action.

If a pupil has frequent unauthorised absence, and/or an extended period of unauthorised absence, a prosecution may be considered, instead of a penalty notice.

Penalty notices cannot be paid in instalments.

Sanction	Outcome
First penalty notice (in a 3-year rolling period)	The penalty is £80 (per parent/carer, per child) payable within 21 days, rising to £160 if paid between 22 and 28 days. (If the fine is not paid, the parent/carer may be prosecuted for the child's unauthorised absence.)
Second penalty notice (in a 3-year rolling period)	The second time a penalty notice is issued to the <b>same parent</b> for the <b>same child</b> the amount will be <b>£160</b> per parent, per child (if paid within 28 days). There is no reduction in the amount if the penalty is paid early. (Again, if the fine is not paid, the parent/carer may be prosecuted.)

### Prosecutions for unauthorised absence

Local authorities (LAs) are unable to issue more than two penalty notices to the **same parent** for the **same child, in a rolling 3-year period**. Should a third offence of unauthorised absence for the same child be committed during the 3 years (including where a child has moved school and fines have been issued by other LAs), the LA may prosecute the parent/carer(s).

As penalty notices are an alternative to prosecution, the LA may decide to proceed straight to prosecution instead of issuing any penalty notice.

If prosecuting, it is for the LA to decide whether a section 444(1) or section 444(1A) prosecution is most appropriate.

Sanction	Outcome
Prosecution under section 444(1) of the Education Act 1996	If found guilty, parents/carers may be fined up to £1000 and ordered to pay court costs. The court may also impose a Parenting Order.

<p>Prosecution under section 444(1A) of the Education Act 1996</p>	<p>If found guilty, parents/carers may be fined up to £2500 and ordered to pay court costs.</p> <p>Other court outcomes include community sentences, such as Curfew Orders, Unpaid Work (Community Payback) or a prison sentence of up to three months. The court may also impose a Parenting Order.</p>
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### **Education Supervision Orders (ESO)**

The local authority must consider applying for an ESO (under section 36 of the Children Act 1989) before prosecuting under s444 Education Act 1996. An LA may apply for an ESO instead of, or as well as, proceeding with a prosecution. The order is placed on the child, and a supervisor from the LA is appointed by the court, to give directions to the child and their parents with a view to securing that the child is properly educated. Parents can be prosecuted if they persistently fail to comply with a direction; if found guilty they may be fined up to £1000.



**BROADOAK**  
**ACADEMY**  
Time Courage Choice



**HELLO**  
*And (not really)*  
*Goodbye!*



Chestnut Cheetahs, parents, carers, and families,

As most of you will already ready know, after a truly rewarding time as Head of House for Chestnut Cheetahs, I will be stepping down from this role to take up a permanent position as Associate Assistant Principal within our school.

While this marks the end of my time leading the Chestnut Cheetah House, I want to reassure you that I am not leaving the school. I will still be very much present in the building and involved in the life of our school community- just in a new capacity.

It has been an absolute privilege to work alongside your children and you! Together, we have built something special. We have advocated tirelessly for our students, celebrated their successes, and supported them through challenges. The outcomes we've achieved together have been nothing short of inspiring, and I am incredibly proud of what we've accomplished as a team.

I must take the time to acknowledge the wonderful work of Miss Maspero, our Assistant Head of House, as she too, has worked tirelessly to support your young people, and is often the first point of contact for many of you. She will continue in her role with the support of our new Head of House Mrs Hursay, a wonderful colleague that has already reached out to many of you, I know.

Thank you for your trust, your support, and your partnership over the years. It has meant the world to me- truly. I will always carry the spirit of the Chestnut Cheetahs with me, and I look forward to continuing to champion our students in my new role.

With warmest regards and deepest gratitude,  
Mrs Hooke





**BROADOAK**  
**ACADEMY**  
Time Courage Choice



**HELLO**  
*And (not really)*  
*Goodbye!*



Chestnut Cheetahs, parents, carers, and families,

My name is Zara Hursay, and I'm excited to introduce myself as the new Head of Chestnut House, starting this September 2025. I've already had the pleasure of spending two weeks at Broadoak Academy in July, where I met some of the fantastic students from Chestnut House. I'm really looking forward to getting to know you all better as I settle into my new role.

I've been teaching for eight years, working with students from Year 7 to Year 13. Most recently, I was Head of Year 10 and Head of History and Religious Education at John Cabot Academy, a CLF school in East Bristol. Before that, I taught in Birmingham, London (where I was also Head of Year 7), and Bristol. I've also been actively involved in extracurricular life, having run a Debate Society, Politics Society, Feminism Society, and LGBTQ+ Society. I can't wait to see what opportunities await at Broadoak and how I can get involved.

A little bit about me personally: I grew up in the East Midlands and studied History (as well as my PGCE) at the University of Leicester. Outside of school, I enjoy performing with the Clifton Amateur Dramatics Society (CADS) in Bristol. I've already taken part in two productions this year and have another coming up in October. I also love reading and writing—so if you have a favourite book, I'd love to hear about it!

Whether you've had a brilliant school year or one with a few more challenges, I hope you've been able to enjoy the last few weeks and all the exciting events like Sports Day and Enrichment Week. Wishing you a fantastic summer break, whatever you get up to—I'm really looking forward to working with you all in September.

Warm wishes,  
Mrs Zara Hursay





# You're invited to Castle Batch ParkPlay

We'd love to welcome you and your family to play with us.  
Free, fun, inclusive and active games for everyone.

We play every Saturday morning, 9.30-11am, and you're invited.

[Park-play.com/register](https://park-play.com/register)



#MeetMovePlay

# Join ParkPlay!

Make friends, have fun, get moving.  
FREE every Saturday morning.

**#MeetMovePlay**



## Portishead ParkPlay

**Come and meet your PlayLeaders at Merlin Park  
Every Saturday from 10:00am**

ParkPlay welcomes everyone, so turn up for games, activities  
and fun with your local community.

**Register today!**

[park-play.com/register](http://park-play.com/register)

AGES  
5-8



**DATE:**

**WEDNESDAY  
27 AUGUST**

**TIME:**

**10AM - 2PM**

**VENUE:**

**WORLE CENTRE, 58 NEW BRISTOL  
ROAD, WESTON-SUPER-MARE,  
BS22 6AQ**

**USE CODE:  
LHNP5**

Note: Parent/responsible  
adult required to stay

**FREE  
SESSION**



 Weston-super-Mare  
**Foodbank**  
Together with Trussell

  
SOMERSET CRICKET  
FOUNDATION

**SCAN TO BOOK**



# DYNAMOS CRICKET

# HOLIDAY CAMP



SOMERSET CRICKET  
FOUNDATION

**AGES  
9-12**

**FREE  
SESSION**

**DATE:**

**THURSDAY 28 AUGUST**

**TIME:**

**10AM - 2PM**

**VENUE:**

**WORLE CENTRE, 58 NEW BRISTOL  
ROAD, WESTON-SUPER-MARE  
BS22 6AQ**

**USE CODE:**

**MLZES**

**SCAN TO BOOK**





Weston-super-Mare

**Foodbank**

Together with Trussell

at



# OPENING HOURS

## THURSDAY 1PM - 3:30PM

You need a voucher before  
coming to the foodbank

Get a voucher by calling  
0808 208 2138

Bring your own bags to  
pack your food parcel in to

If you are in a crisis we are  
here to help!

# Parenting village coffee morning



This is a relaxed and friendly drop-in session where parents and parenting specialists will be on hand to share resources, offer support, a listening ear or just spend time talking about what it's like to be a parent.

**“It takes a village to raise a child”** comes from an old African proverb. It shares the message that it takes many people to provide a safe and healthy environment in which children can flourish.



**When?** First Thursday of each month  
**Where?** Nailsea and Backwell Children's Centre,  
Pound Lane, Nailsea, BS48 2NP  
**What time?** 1.30pm - 3pm



**When?** First Friday of each month  
**Where?** Castle Batch Children's Centre,  
Bishop Avenue, Weston-super-Mare, BS22 7PQ  
**What time?** 09:30am – 11:00am



**When?** Second Tuesday of each month  
**Where?** Oldmixon Family Centre, Monkton Avenue,  
Weston-super-Mare, BS24 9DA  
**What time?** 09:00am – 11:00am



**When?** Third Monday of each month  
**Where?** Clevedon Library, 37 Old Church Road,  
BS21 6NN  
**What time?** 9.30am - 11am

Scan here to learn  
more about our  
advanced  
parenting groups



North Somerset  
**children's**  
centres

