

20th October 2023

Dear Parents, Carers and Learners,

What a great start to the new school year, learners are settling in well. It is good to hear our Year 11s already beginning to think about their next steps. Work Experience and Alternative Provision opportunities are helping learners extend their skills sets.

As we return from the half term break, we would like to remind families of our smoking and vaping policy.

Learners should NOT bring any form of vaping or smoking paraphernalia onto the site. If seen, staff will confiscate and not return these items. This includes items seen being placed in lockers, when out on trips, travelling in centre transport and those travelling to and from centre via taxi or using a bus pass.

Smoking and vaping is not allowed on site or at any DESC functions at any time. If learners are caught bringing or using cigarettes or vapes they will be subject to the following consequences:

- 1st Offence – Confiscation and warning. This will be reflected in weekly target sheets. Parents and carers will be informed
- 2nd Offence – Confiscation and parent/ learner meeting
- 3rd Offence – Possible fixed term suspension and parent/ learner meeting with Senior Team member

Repeated instances may result in the removal of taxis and/or centre transport.

In all instances, smoking or vaping material will be confiscated from the learner & disposed of.

If you would like a copy of our Vaping Policy and linked documents please contact reception who will be happy to send you a copy.

I look forward to welcoming our learners back to centre after the half term break. If you have any questions regarding your learner's progress or provision please do not hesitate to contact their link tutor.

Yours sincerely

A handwritten signature in black ink, appearing to read 'D Griggs'.

D Griggs
Head of Centre