



Newsletter

Issue 16
May 2019



Under 14 Girls Acro team: Lily Kelk, Grace Walters, Angelika Kedra, Weronika Ragan, Vilte Bernotaite, Eveline Cale and Dija Eirosiute, have a taste of victory at the National Gymnastics Finals

Head Teacher's Message



Dear parents / carers,

As we approach the end of this relatively short term, I am pleased to see the newsletter still so packed full of exciting events and activities.

For the upper school this term has seen the completion of all the practical and vocational qualifications and the start of the terminal examinations, which continue after the half term break. I am extremely proud of how all of the Year

11 students have conducted themselves during the run up to the exams and so far during the examination series. However, we must also consider the pressure that the exams can put on our young people, which is why you will find some support information, which has already been shared with the students towards the end of this newsletter.

Again sport in general features highly in this newsletter and on many pages you will see why our school is considered so highly for sport, with many achievements shared. A notable success is the story about Louie Gooderson in Year 8, who participated in the annual Lincolnshire Schools Golf Championship and gained 7th place ... well done to Louie, his story is indeed inspiring for so many. In addition it is exciting to read about the Under 14 Gymnastics Squad, which has been recently formed and where both Bourne Academy and Spalding Academy students have worked together to achieve well in the National Gymnastics final in Stoke on Trent ... well done to all of these girls, they have represented the school and the Trust well and I am certainly very proud of their achievements.

Please look out for the article on the Summer Dance Show, which will take place on 20 / 21 June. The students involved are working incredibly hard for this event and tickets will be available after the half term break from visitor reception.

Finally, for those parents / carers who may be considering a career in teaching, I would encourage you to contact the school for details of the teaching training programme that we offer, working with The Deepings school. Teaching and working with fabulous young people is always rewarding and we would welcome you contacting us for more information if this is something you would like to explore?

I would like to thank all parents / carers for their ongoing support of Spalding Academy.

Kind regards,

Lucy Conley.

Executive Head teacher of South Lincolnshire Academies Trust.



Students in Year 9 have had the opportunity to complete a Level 1 Bronze Arts Award qualification specialising in Performing Arts or Art and Design. Fifty Year 9 students undertook a range of activities to meet the assessment criteria, such as working with local artist Shobhna Patel and **watching a live theatre production of 'Teechers'**. Arts Award advisors Rachel Lawson and Rachel France are extremely proud of the students and their achievements especially as the qualification has enabled the students to experience different art forms and develop their understanding of the Arts.

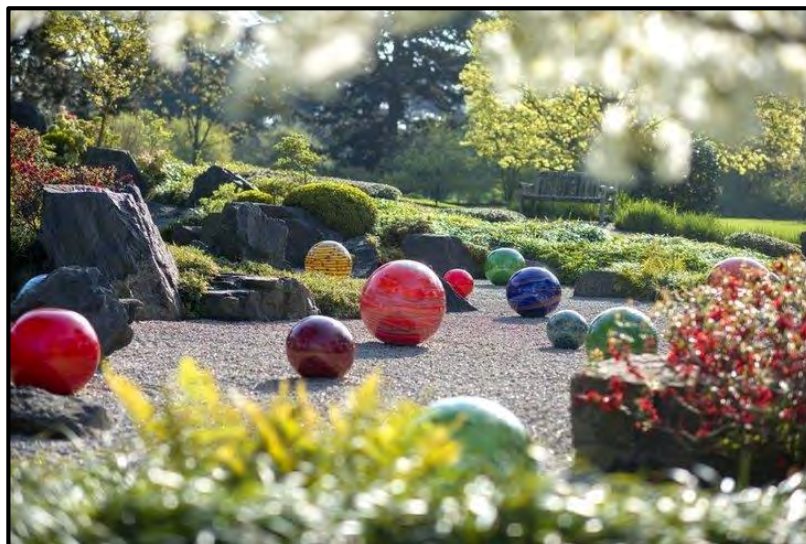
Design & Technology News

Year 10 students are currently completing their pots inspired by the artist Dale Chihuly, who is renowned for his colourful glass.

They have used natural forms, similar to his works.

Unable to use glass, the Year 10s have improvised with plaster and acrylic paint, but are mastering their colour blending in these unique-shaped vessels.

If you feel inspired to seek out Chihuly, he is currently exhibiting some of his work at Kew Gardens, London, until October.



English News

Year 11s:

An incredible busy term has flown past and our KS4 students have worked extremely hard to prepare for their future exams.

Year 11s sat their Pre Public Exams (PPEs) for English Literature - both paper one and paper two last term. Their papers were then returned, with detailed feedback, to guide them toward targeted improvements. This has proved very informative and helped them prepare for their actual exam near the end of May.

Our students also showed their aspirations to improve their language and literature skills by attending the Easter holiday intervention sessions, hosted over two consecutive days. This was very well attended and the students appeared to gain more confidence and improved their key skills considerably in the topics covered.

Speaking and Listening exams were completed this term and the results sent to the exam board. We are very proud of the way the students conducted themselves and their keenness to pass; achieve a merit or a distinction. They will be informed of their achievements in August when they receive all of their other exam results.

During this half term break the English Dept will be offering a 'Walking Talking Mock' on Wednesday 29th May in the West Hall to assist the students with both language papers. This session will hone all key skills for each question in timed conditions. We hope that this will again be well attended as students will benefit from delivery of top tips to each question before attempting it in exam conditions; since when we return the exams are in the first week back.



English News

Year 10s:

Year 10s have been focusing on the Shakespearean play, 'Macbeth' and the Elizabethan context of the era. Considering the difficulty in understanding a 17th century language the students have embraced the topic with enthusiasm and engaged fully in performing excerpts to their peers. For homework they have been set tasks on 'Macbeth' together with memorising quotations from their poetry anthology to keep these references fresh in their memories.

Once a week the students have also been practising their writing skills for language paper two, section B. They have enjoyed the different tasks set and are recognising how to improve their transactional writing techniques for the non-fiction focus of paper two.

Next term they will continue studying 'Macbeth' as it is their examination text for year 11; together with revising language paper one and paper two questions before sitting a Pre Public Exam (PPE) on both language papers.

Year 11's below watching the live production of Macbeth.



Food Technology News

Year 8 students have been baking cakes for their own celebration of The Celebration of Food around the World topic. Here are some photos of their creations.

Year 9s are also busy baking in the Great Spalding Academy Bake Off - watch out for some photos of their animal themed baking in the next newsletter.

Good luck to all the Year 11 Food students in their forthcoming GCSE exam - they have all been working really hard for it.

Mrs Bryant and Ms Halifax



Ben Moore



Vesta Lukaite



Dixie Matthews



Skaiste Liekyte



Jee, Roxy



Horspool, Lucy

Geography News

Our wonderful Year 10 Geographers are awaiting their next big fieldtrip to Sunny Hunny. In early July we shall be going to the Norfolk coastline to measure differences between erosion and deposition along the stretch of Hunstanton coastline. The Year 10s have been studying Coastal Landscapes this term and will be seeing a lot of the landforms first hand that they have been learning about. This has been a popular and successful trip in the past so we are really looking forward to it.



Year 8s have been learning about Tropical Rainforests and Deforestation this term. They were excited to learn that the Amazon rainforest hold **60% of all the worlds' species of plants and animals.** They were most intrigued to learn about the **“red poison dart frog”** which excretes poison from its skin to kill its predators and at a size of only 1.5cm has enough poison to kill 100 humans!

As amazing as that was, it has been quite saddening for us to explore the real impacts of deforestation on the human race. The trees in the Amazon help to regulate our climate as well as give us medicines for illnesses such as Cancer, Multiple Sclerosis and Aids. And with more than 10 football pitch sized areas being cut down every minute, it is scary to think we may be erasing all of these possible cures for future generations.

Mathematics News

This term in the Maths department:

Year 7s have been investigating the properties of 2d and 3d shapes. Some were entered into the Junior UK Maths Challenge, more details will follow in the Summer Term Newsletter.

Year 8s have been looking at transforming shapes. They are continuing to build the skills they will need when they start their GCSE course in September. Again, some were entered into the Junior UK Maths Challenge, more details will follow in the Summer Term Newsletter.

Year 9s are well into the start of their GCSE course, and have been looking at constructions and loci. They will be sitting an end of year assessment next term which will influence their class next year.

Year 10s are over halfway through their GCSE course now, and are looking at transforming shapes. They will be sitting an end of year assessment next term which will influence their class next year.

Year 11s are working really hard. This term we have focused their revision on topics they struggled with on their Pre-Public exams. They have completed their Scheme of Work, and we are now on the final push towards their exams in June. We will be continuing to offer additional after school intervention to help them achieve their best grade possible right up until the exams.

Did you know:

If you folded a piece of paper in half 103 times it would be the thickness of the observable universe! The current record is to fold a piece of paper in half twelve times, can you beat this?

Lincolnshire School Golf Championships

On Monday 29th April, Louie Gooderson from Year 8 took part in the annual Lincolnshire Schools Golf Championships hosted at South Kyme Golf Course. Louie came into the tournament as defending champion; he won the competition last year although it was rained off after 9 holes.

With a lot more entries this year, the competition was fierce but the weather was perfect for golf. Louie played really well shooting a more than reasonable 41 points, which earned him a top 10 finish in 7th place. Those who watch golf will understand the fine margins between final standings. As well as finishing high in the competition, Louie also dropped his handicap by a further 2 shots.

Keep it up Louie; the school are proud of your achievements, especially in a sport as difficult and frustrating as golf! I say that from personal experience!

Mr Duggan



National Schools Gymnastics Finals

On Saturday 4th May, the Under 14 Girls Acro team (Lily Kelk, Grace Walters, Angelika Kedra, Weronika Ragan, Vilte Bernotaite, Eveline Cale and Dija Eirosiute) left Spalding Academy around 6:30am, ready for a long drive to Stoke-On-Trent to compete in the National Gymnastics Finals. I thought the girls might have nodded off during the journey however they were quite the opposite - it was as if we were at a disco as Angelika had brought her speakers with her so we had a variety of music being played!

Once we had arrived at Fenton Manor Sports Complex, we went in to the arena to get the girls hair done and watch the round of competitors before us. It was soon time to warm up; we went in to a separate arena where each team had 10 minutes for a general warm up and then only 2 minutes to practice their routine on a full size floor. Once our warm up time was over all of the competitors in the round lined up ready to march in to the main area.

The girls did not let the big arena or other teams phase them as they performed the best they have ever done! The team came 10th - only 2 marks were between 10th and 1st place so it was a very close competition, and as it was the first time **we've ever done an acro routine it was incredible to make the top 10! Between 10th and 11th place was 1.5 marks, so we were well above the teams who placed behind us.**

Vilte Bernotaite's auntie owns a cake shop in Spalding and the girls had a chocolate cake made that said "National Finals 2019, Spalding Academy. Thank you Miss Ringrose and Mrs Ringrose" which was presented to us by the team as we boarded the mini bus to come home. A very quiet journey home, no music just very tired girls who slept the majority of the way! However, 10 minutes away from school Lily shouted at the top of her voice "MISS RINGROSE, VILTE IS GOING TO BE SICK!". In a state of panic, we reached for the first bag we could find, and yes, Vilte was in fact sick in to it, only to then hear Lily shout, "MISS, THE BAGS GOT A HOLE IN IT!" Thankfully, at this point we were close to school and got back around 5pm.

The girls have put so much time and effort in to learning and perfecting this routine and I am incredibly proud of all their hard work and dedication. Once again thank you to their parents for letting them stay after school for training and for making sure they got to and from school on competition days.

Thank you to Mrs Conley and Spalding Academy for their kind gesture and supplying the team with new hoodies, which were personalised for the Nationals. We all love them!

Miss Ringrose

Photos from the competition



Key Stage 3 Superzone Trampoline competition - Wednesday 24th April

On Wednesday 24th April, 13 girls from Spalding Academy left school around 9am and went to Bourne Academy to compete in the Key Stage 3 Superzone trampoline competition. For many, this was their first ever trampoline competition.

First were the Novice category competitors to warm up and complete their two routines before performing them in front of the judges. Spalding Academy entered 10 pupils in this category and out of 39 competitors across all schools the results are as follows:

Weronika Ragan - 1st

Lily Kelk - 2nd

Eveline Cale - 4th

Vilte Bernotaite - 6th

Georgie Healey - 10th

Wiktoria Chmielewska - 13th

Annie Carter - 17th

Deimante Fomkinaite - 20th

Wiktoria Tomicka - 20th

Annie Radionova - 30th



Next the Intermediate category competitors warmed up their routines before performing them in front of the judges. Spalding Academy entered 3 competitors in to this round and the results are as follows:

Millie Revell - 1st

Dija Eirosiute - 2nd

Angelika Kedra - 19th

At the end of the competition the top 5 scores from each school were added together to form an overall team score. Spalding Academy were the highest scoring school and were awarded the overall 1st place trophy!



P.E. Fixtures News

Summer Dance Show:

The Spalding Academy Dance Group have been hard at work this term learning different dances ready for their Summer Dance Show. They have learnt dances to music by Taylor Swift - Shake it off, Shakira - Waka Waka, Green Day - American Idiot, The Greatest Showman, Little Mix - Salute, Pink - Hustle and Jess Glynne - Thursday, just to name a few. The show will also include performances from the Schools Choir and we are happy to announce that the dance group from Bourne Academy will also be joining us to perform in the evening performances.

They are all working incredibly hard during lunchtimes and after school and have shown incredible dedication and enthusiasm. The show will be taking place on Thursday 20th and Friday 21st June at Spalding Academy. More information will be released after half term and tickets will be available to buy from reception.





Spalding Academy
Dance Troupe
Presents

Shimmer and Shine
It's Summer Time

Dance Show

With special guests

Spalding Academy Choir
Bourne Academy Dancers

Thursday 20th June

&

Friday 21st June

7.00pm

Tickets:

Adults: £4

Child(4 years and above): £3

Family Ticket(2 x Adult and 2 x Child): £12

Holland House News



The students in Holland House have had a really good term with lots of positive comments being made about our Y7 and Y8 students it was also good to see Y10 students topping the achievement awards in the House assemblies.

The boy and girl in Key Stage 3 awarded the most House points are Deon Shajil and Megija Pavare . The boy and girl in Key Stage 4 awarded the most House points are Braidon Coupland and Karolina Mikasauskaite.

Holland House is still near the top on the overall amount of merits received by students and need to be commended for their continued efforts.

This has been a very short but busy term in which the Y10s have started their revision for the end of year exams. We wish the Year 11 students well in their exams and look forward to a good Term 6 with a strong emphasis on hard work and good behaviour.

Peter Keal Head of Holland House.

Johnson House News



It has been another very busy term for students in Johnson House. I would like to say thank you to all the students for their hard work this term.

I would like to congratulate Form O3 for having the most achievement points in Johnson House (a fantastic 17302) and O2 for having the highest form attendance (96.01%).

Happy Half term.

Miss Danielle Fuller Head of Johnson House

McLaren House News



This term has been short but still full of positives for students of McLaren House. Our year 11s **have now started their GCSE's** and we wish them a massive good luck with the rest of their exams as I know they have been studying hard.

Red 2 have stormed ahead with achievement points at the moment, currently sat at 9768 this term.

Also, a massive well done to the 61 students in McLaren House who have achieved 100% attendance this term, what an achievement!

Moving into the next term our two sports captains Beth Dowling and Elliot Foster, who have worked extremely hard all year, are looking forward to creating our Sports Day teams, we came away victorious last year and we are looking to defend our title.

I hope that all McLaren house students have a fantastic break, and look forward to the last term of the year.

Mrs Lester

Head of McLaren House

Nova House News



Once again Nova House has had a busy and productive term, it has gone by so very fast.

It is almost neck and neck between all 5 of the Nova House tutor groups in terms of achievement points, but Blue 1 is in the lead - with Blue 5 only 45 points behind!! Well done Blue 1!

Our tutor group with the current highest attendance is Blue 2 with 96%, but it is once again very close at the top!

I hope all Nova house students enjoy the break and look forward to welcoming them back, ready to work hard as always!

Miss Moore. Head of Nova House.

Peake House News



This term it was the turn of Peake House to hold a Non-Uniform Day in school and raised around £170, which is brilliant! This money will be added to other fundraising efforts and be given to our chosen charity, The Three Counties Dog Trust, at the end of the academic year.

We have just completed the House Competition for this term, which was to create a poem surrounding the big questions and issues in modern society/around the world. I am just looking through all the wonderful entries and will be picking the winners to go through to the next round shortly.

Finally, a huge well done to the 63 students from Peake House who managed to reach 100% attendance last term! This is a fantastic achievement, well done!

Miss France - Head of Peake House

Trinity House News



Although this has been a very short term, our house attendance has been at 95% and the number of students gaining achievement points has been amazing - keep up the good work!!

Green 1 were winners in a caption competition via the website 'The Day' well done to those students for their witty caption.

Looking forward to next term we will be looking for students to represent **the house at sports day. More info to follow...**

Have a lovely week off - hopefully the sun will be shining. Good luck to all **of our year 11's with their continued revision and exams in June.**

Mrs Wait- Head of Trinity House

School News

Year 11 News

The Year 11s are fast approaching their Public Exams, with some practical exams already having taken place. With only a few more weeks to go, it was very encouraging to see so many Year 11 students attending Easter Intervention Sessions, put on by the brilliant and dedicated Year 11 teaching staff, to support revision. The students will also have the opportunity to attend May Half Term Intervention sessions and we look forward to an equally excellent attendance.

Year 11 Health and Social Care received their results this term and they were outstanding. Over 75% of the cohort achieved on or above target grade, with particularly outstanding examination results from Valerija Bondarenko and Hollie Steadman. Mrs Hall-Rushton and Miss Saines are very proud of the Health and Social Care students, many of whom intend to follow this vocational path in the future.

Looking forward, the students and staff will be celebrating the end of Exams with a Year 11 Prom, on Thursday 27th June, at Springfields. This is always a lovely way to complete the students time with us here at Spalding Academy and almost certainly the last time we will all be in a room together.

It is always a bitter sweet time of year, we are sad that we have to say goodbye to our amazing students but we send them off with great hope, high aspirations and the confidence to tackle the next stage of their lives, which equally gives us such pleasure.

Myself, Mrs Lammin and the Year 11 Team wish all of the Year 11 students luck in their exams and the best of wishes for the future.

Miss Saines

Year 7s News

Since September Year 7 have now amassed an amazing 219235 Achievement points, and their attendance is 96%.

It has been another busy term for Year 7. They have just received their booklets informing them of the choices for the Celebration Day, and they will be informed of which group they are in early next term.

We have asked the Year 7s to apply to become Mentors for the new students that will start in September. As they have just been through the process of transition they are the perfect choice of year group. They will be able to reflect on their experience, and will make a really big difference to the new students transferring from Primary. Those interested in applying have been given a letter detailing how they apply to become a mentor.

Next term they will have End of Year assessments followed by their subject reports.

Mrs Hemingway.

P. E. Extra Curricular Clubs

DAY	LUNCHTIME	AFTER SCHOOL 3.15-4.30pm
MONDAY	Dance - Sports hall All years - Fitness suite All years Rounders - Field	Dance - East gym
TUESDAY	Gym - East gym	Gym - East gym Year 9, 10, 11 - Rounders - Field
WEDNESDAY	Dance - East gym Trampolining - Sports hall All years - Fitness suite	Year 7 & 8 - Rounders - Field Year 7, 8, 9 - Cricket - Astro
THURSDAY	All years Rounders - Field Dance - Sports hall / Gym Year 10 CNAT intervention	All years - Athletics
FRIDAY	Year 10 &11 Basketball - West Gym Year 11 BTEC Intervention	

School News

Exam stress getting you down? Feel like everything is getting on top of you? It is very important that you take some steps to help yourself over the coming weeks.

Talk about your worries - everyone needs to do this from time to time. Choose a friend, relative or teacher you trust. You will feel much better once you have shared your worries.

Try and tackle one thing at a time. Stress and worry can make an ordinary day seem unbearable. Tackling one thing at a time will help you achieve something and the other task/issues will seem less daunting when you get round to them.

Try and escape from your problem for a while. Go for a walk, do some exercise. This should help clear your head and enable you to tackle your problem.

You don't have to be perfect!

Try not to expect too much of yourself, sometimes if you do this it can add to your worries and stress. Focus on the things you do well and concentrate your efforts on those.

If you are worried about something, writing it down can sometimes help, especially if you find it difficult to talk to someone about what is worrying you.

 <p>www.childline.org.uk</p>	<p>0800 1111 (free 24 hour)</p>
 <p>www.kooth.com</p>	<p>Online counselling service (12pm-10pm Monday to Friday and 6pm-10pm Saturday and Sunday)</p>
 <p>www.lincolnshire.gov.uk/ewb</p>	<p>Support for emotional wellbeing and mental health</p>
 <p>www.youngminds.org.uk</p>	<p>Mental health information and guidance</p>
 <p>www.cwmt.org.uk</p>	<p>Advice and help for young people</p>
 <p>www.youthaccess.org.uk</p>	<p>Information, advice and counselling for young people</p>
 <p>www.giveusashout.org/get-help</p>	<p>Text 85258 Self-harm Suicidal thoughts Bullying Relationship problems</p>

Extra Curricular Clubs

Day	Lunchtime	After School
Monday		
Tuesday	Spalding Academy Choir Rehearsal every Tuesday 13:20 - 13:40 in J1	
Wednesday	Year 10 GCSE Science Drop in session G1	Year 10 GCSE Science Drop in session 3:15 - 4:15 G1
Thursday		
Friday		
Every Day	G18 Study Room Monday - Friday Year 10 and 11	Homework Hub Monday - Friday 3.15 - 4.00pm (3.45 Fri) in the LRC

School Information

Spalding Academy Uniform Shop

The shop will be open every week during term time including during the holidays as well.

The opening hours will be as follows:

Wednesday 3pm - 6pm

Friday 8am - 11.30am

The shop is closed on Wednesday 3rd July due to the Year 6 Transition Evening.

We will also open on the first two Saturday mornings of August.

The shop will accept payment by debit/credit card or cash. (No cheques can be accepted).

Students in receipt of Free School Meals will receive 50% discount on all items purchased from the uniform shop.

All students should be wearing the logo skirts/trousers please.

We hope you will agree that it will be a welcome addition to the school.

If you have any questions or would like to find out more about it please email

uniformshop@spaldingacademy.org.uk



Attendance – The Myths and Truths!

Mrs Marks the Attendance Manager, tells us about the myths and truths that surround attendance.

Myth - Authorised absences (e.g. medical appointments) do not affect a student's attendance figure.

Truth - Any absence will affect a child's attendance figure, other than school trips (including sports activities where the student represents the school), job or college interviews and university visits.

Myth - Following the Isle of Wight decision, schools are now able to authorise leaves of absence during term time.

Truth - Lincolnshire continues to actively discourage any leave of absence during term time. Prosecution may still take place for persistent absence (attendance below 90%).

School Information

As we have now gone live with the new online payments system for trips etc. (not dinner money), please could parents/carers now register using the email received on 23rd April.

If you did not receive an email or have any problems registering, please contact sally.eschelby@spaldingacademy.org.uk

Sally Eshelby

SLAT Finance Director



Celebration Day 2019 Thursday July 18th

**Alton Towers - Cadbury World - Legoland
Paintballing - Butlins - Meadow Hall - Cinema Day
Drama Workshop - Arts and Crafts Day
Bowling, Laser and High Ropes - LRC Activities
Sportsmania - Harry Potter Film Marathon
Rutland Cycling, Queensgate, Ice cream Parlour**

Safeguarding Information

Safeguarding Booklet

This booklet is located on the school website in the Safeguarding section. The booklet is designed to inform parents/carers about how to protect their children whilst they are using some of the more popular social media apps. Also please be aware that a lot of apps do have an age limit of 13+.

Kooth

All students at Spalding Academy have received an assembly from a member of the Kooth team to explain what the service is about. Upon entering the assemblies all students were provided with a Kooth card.

Kooth is a free, safe and anonymous online support for young people.

Below is the link to Kooth, this link is also on our school website in the Safeguarding section.

<https://kooth.com/>



Healthy Minds Lincolnshire

Healthy Minds Lincolnshire provides emotional wellbeing support for children and young people up to 19 years old (25 if special educational needs/disability or leaving care).

Children and Young People

We will provide evidence based brief interventions either as a one to one, small group sessions, online CBT or sign posting to other more suitable services (depending on the need). Vulnerable children and young people will be given priority.

Parents and Carers

We will offer support and advice to parents and carers.

The web address is: - www.lincolnshire.gov.uk/ewb



Lincolnshire Partnership NHS Foundation Trust

Safeguarding Concerns

If you as a parent/carer ever have any Safeguarding concerns, please do contact the school and in the first instance ask to speak to Mrs L Barber - Safeguarding Manager.

However, if Mrs L Barber is busy, you can speak to the appropriate Year Lead for your child.

- Year 7 - Mrs D Cousins
- Year 8 - Mrs J Ditchburn
- Year 9 - Mrs M Bird
- Year 10 - Mrs S Caress
- Year 11 - Mrs M Lammin

Behavioural Team - Mr B Sinclair & Mr I Billingham

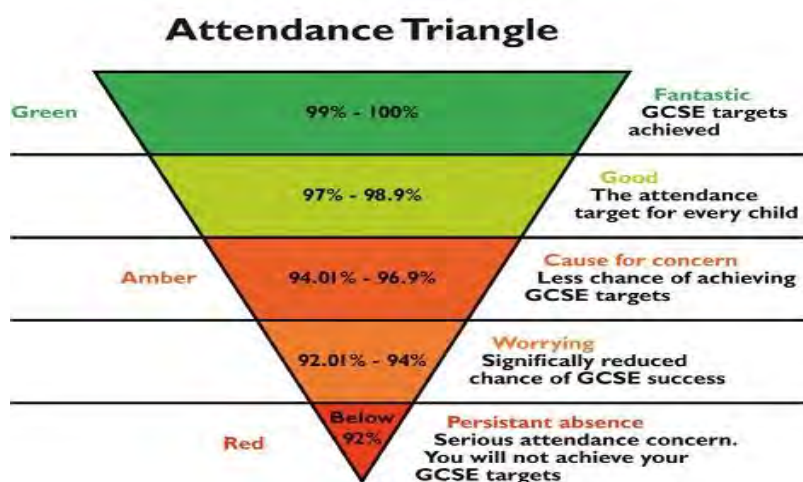
Attendance Information

Students are expected to attend school every day. Medical appointments will not be authorised without evidence (i.e. prescription packets, hospital letters/appointment cards). These absences can be authorised retrospectively.

Leave of absence - Spalding Academy will not authorise leave of absence during term time except in exceptional circumstances (no absence will be authorised at all unless applied for 14 days prior to the absence).

Parents/carers are kindly reminded to call in on each morning of any absence. The Academy is updating its Safeguarding procedures and parents/carers of any student, including those with long term illnesses, recovery periods or alternative provision, will be expected to contact the Academy on each consecutive day of absence.

It is not the Academy's intention to make life miserable for families but there is undoubtedly a direct link between improved achievement and increased levels of attendance. Currently the Academy has an attendance record which is 3% above the total figure for last year. So a big thank you, to both parents and students alike.



Attendance— How to Report

Student absence should be reported on each morning of any absence. There are a number of ways of doing this:

Calling the main school number and leaving a message (01775 722484-option 1)

Texting in (please be aware that, as with all mobiles, if the mobile system is down we may not receive these and you may receive an absence message)

Notes in planners (as long as your child remembers to show it to the office)

Letters re appointments (please send in copies of hospital/dental/orthodontic/doctor appointments for pre authorisation)