11th November 2026

Year 11 Off Site Permission

Dear Parents and Carers

We are writing to inform you that we are offering Year 11 students the opportunity to leave the school site during lunchtime, subject to parental / carer consent and students demonstrating appropriate levels of maturity and responsibility outside of the academy.

We recognise that as our students approach the end of their school journey, opportunities to develop independence and make responsible choices are important. We hope that this privilege will support students in developing these skills in preparation for their next steps beyond school.

However, being permitted to leave the school site at lunchtime comes with clear expectations. The safety and welfare of our students remain our priority, and we ask that you discuss the following expectations with your child.

Lunchtime expectations and boundaries

Students who are given permission to leave the school site must:

- Behave in a mature, respectful and responsible manner at all times
- Follow staff instructions and represent the school positively when off site
- Remain within the agreed geographical boundaries. These are **Aldi on Preston Road** and **Cooplands / Heron Foods on Annandale Road**. Students must not travel beyond these locations or visit any other areas. These are shown on the map overleaf..
- Make sensible and safe choices, including when crossing roads and interacting with members of the public
- Return to school promptly and be back on site by 12.40pm, ready for afternoon lessons
- Avoid any behaviour that could place themselves or others at risk, or bring the school into disrepute.

What happens if expectations are not met?

We want students to enjoy this opportunity and demonstrate that they can be trusted with greater independence. However, we must be clear that leaving the school site at lunchtime is a **privilege, not an entitlement**

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If a student:

- Fails to return by 12.40pm;
- Goes beyond the agreed geographical boundaries;
- Demonstrates unsafe, inappropriate or risk-taking behaviour; or
- Fails to follow the expectations outlined above.

the school reserves the right to withdraw their permission to leave the site at lunchtime. This may be a temporary or permanent decision, depending on the nature and frequency of the behaviour.

Furthermore, any student who fails to return to school following lunchtime and whose whereabouts cannot be established may be treated as a missing student in line with the school's safeguarding procedures. **Where appropriate, this may include reporting the student missing to the police**. We will make every effort to establish a student's whereabouts and ensure their safety.

Working together

We would really appreciate your support in reinforcing these expectations with your child. Please encourage them to understand that this opportunity is based on trust and that demonstrating mature, safe and responsible behaviour is essential to maintaining it.

If you are happy for your child to leave the school at lunchtime, please complete the link within this email. **Students will not be permitted to leave the school site until parental / carer consent has been received via this link.**

Thank you for your continued support.

Kind regards,

David Shone
Assistant Vice Principal | Aspire Academy

