



Clacton County High School

Sigma Sixth Tending

Notices and Letters



Autumn Term 2025 | Issue 1 | Friday 5th September

Please take the time to check through this mailing, particularly for your child's individual year group as there could be some important information for you to be aware of.

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Whole School Notices

Welcome to all our new year 7 Parents & Carers and a warm welcome back to all our other CCHS families. Weekly notices this week will focus on providing you with a quick view of key helpful information to aid a smooth start to the Autumn term.

Important and useful information for all

[Our website](#) holds a wealth of information and should be your first port of call for any enquiries. Any queries you may have can be emailed to admin@cchs.school keeping our phone lines open for urgent matters. In support of our families here are some frequently requested responses to parent and carer queries:

School timings

Timing of the school day	
Form Time (in room)	08.45 – 09.00
Period 1	09.05 – 10.20
Period 2	10.25 – 11.40
Break time	11.40 – 12.05
Period 3	12.05 – 13.20
Lunch	13.20 – 14.00
Period 4	14.00 – 15.15*
*Year 7 and 8 leave anytime from 15:10pm (teacher decision)	

Drop off and pick up/parking at CCHS - Students should not be driven into the school car park for drop off or collection at the start and end of the school day.

School Lockers will soon start to be allocated. More information on this will follow in the next few weeks.

Student appointments and absence reporting can be made via email absence@cchs.school

Medical or similar appointments for your child should, wherever possible, be made outside of school hours. If this is not possible, an email should be sent in advance to absence@cchs.school with any documentation to support the appointment attached. **Important to note** Wherever possible please give your child a note to hand to their class teacher to help them leave school on time. Unfortunately, reception staff will not be in a position to collect students from classrooms. Students who need to sign out during the school day, will sign out via the attendance office and returning students will sign in at reception.

Sickness - If your child is too unwell to attend school, please email absence@cchs.school before 8.45am. Please refer to the CCHS website for further information on reporting student absence - [Click here](#). Remember minor illnesses such as coughs, colds, sore throats and headaches do not mean that students need to miss school.

Absence from class is the single biggest reason for lower GCSE/A Level grades.

Extra-Curricular Opportunities and School clubs @ CCHS - Extra-curricular activities boost young people's confidence to interact socially with others; extend their social networks; and provide them with new skills and abilities. Above all, they offer an important space to have fun and relax away from the pressures of schoolwork. We also offer subject support, Revision, and Coursework Catch up Sessions. Clubs will commence next week. A full list of all extra-curricular activities will follow next week. **Some sporting activities are mentioned later in this edition.**

Breakfast Club at CCHS - Toast is available Monday - Friday from 08.15 - 08.45 in Clouds for all students at no cost. Please feel free to send your child if they need breakfast at the start of the day. No registration or booking is required.

Requesting to see or speak to a member of CCHS staff – if you wish to have contact with a member of staff or hear from a particular department, please email your request via admin@cchs.school. Printed forms are also available in reception. Due to teaching and other commitments, CCHS staff are not available to come to reception without prearranged meetings.

Forgotten items - It is the student's responsibility to bring everything they need for the school day, homework, P.E. Kit, lunch, water bottle etc. It is important for students to learn to handle this responsibility. If your child forgets an item they need for school, we ask you to consider letting them learn from the experience. If they have to deal with the consequences themselves, they will have a strong incentive to take more responsibility next time. If you decide to bring a forgotten item to the school, please note that reception staff will not interrupt a lesson to deliver it and therefore cannot guarantee that the item will reach the student on time.

Dinner Money - Arbor Pay

The payment/top-up option is available within the Arbor Portal and App. Once logged in, go to Accounts and click on top up balance. A "how to guide" is available on our [Website](#) or follow this link [Arbor Pay](#). **Please ensure you top up dinner money in advance as balances can take some time to show on the catering till system.** Packed lunches are welcome at CCHS but if you prefer your child to purchase food at school we offer Daily Meal Deals for £3.00 (each student should have their own refillable water bottle). Further prices and details on items available in our Clouds Restaurant can be seen [here](#)

Cashless cards - If your child has lost their cashless card, they can collect a 4-digit PIN code from Clouds every break or lunch time. This PIN code can be used at the till stations. Replacement cards can be ordered on Arbor pay for £1. The new card will be given to your child's form tutor and collected during morning registration. Using the cashless card ensures a faster till service in our Clouds restaurant.

Free School Meal Allowances (FSM) - FSM allowance of £3 per day will not show on Arbor Pay but will be credited to accounts via the catering till system. Please note that students can access these funds from break time and can be used partially or fully. Dinner money balances can be topped up (as above) please ensure you do this in advance. [Click here](#) to check eligibility for **Free School Meals**

What to do if your child is unable to participate in PE - Please write a note for your child to give to their PE teacher, explaining the reason why your child is unable to participate in that particular lesson. Students who are unable to participate in PE must still bring and change into their PE kit. They will still be required to assist and engage with the lesson even without active participation. This is to ensure they are not missing any learning opportunities. Please email admin@cchs.school with details of the situation to be forwarded to the PE department.

Change of contact details. It is vital that the school holds accurate and up-to-date contact information for all our parents and carers. Please use **Arbor** to change any of the following information relating to yourself and your child: Home address, email address, contact telephone numbers and provide consents. The changes will be checked and then actioned.

Student inhalers - Please ensure students who require an inhaler for conditions such as asthma bring their own appropriately prescribed inhaler to school. The school cannot take responsibility for the provision of these forms of medication. We would appreciate your support in checking that your children carry their inhaler at all times.

Cycling to school - click [here](#) for more information. Bike sheds are available to store student bikes, skateboards and scooters. Please note that if **skateboards** are brought onto the school site, they are to be stored in the bike sheds for the duration of the school day. They must be secured with cable locks. **Important to note:** The School cannot assume responsibility for loss or damage to personal property brought to school.

In addition, **eScooters or any form of 'powered transporter'** are not permitted on the school site at any time. If a student brings any of these onto the school site parents will be contacted and asked to come and collect the item from school. eScooters must not be ridden on the school site at any time and are against the law to ride on public roads and highways unless through a formal rental scheme for over 18-year olds.

Half-Term 1 – September/October

Year 7 Football and Netball trials will be taking place on Tuesday 9th and 16th September, ahead of their first fixtures which commence on week commencing 22nd September.

<u>Tuesday – 3.25 to 4.25pm</u>	<u>Wednesday – 3.25 to 4.25pm</u>
<ul style="list-style-type: none">• Netball – All Year groups• Football (Boys) - All Year groups	<ul style="list-style-type: none">• Football (Girls) - All Year groups• Fitness Club – Year 7• Squash/Racket Club - All Year groups• Dance - All Year groups• Sports Studies Intervention – Years 10 & 11

How to join - Students meet at the Gym Changing (Girls) and L-Block Changing (Boys) to change before the clubs start and 3.25pm; they need to ensure they take all of their school uniform with them as they will be allowed to leave school in their PE kit. For further information about our PE clubs, students should speak to one of our PE team. Their office is next to room G5.

Whole School Letters

No whole school letters this week

Dates for your Diary

This month

- Thursday 18th September – Year 7 Tutor Evening
- Thursday 25th September – Open Evening at CCHS (School closes 1.20pm)

Later

- Thursday 2nd October – Year 11 Parents Evening
- Monday 6th October - Autism Anglia Coffee Morning
- Thursday 9th October – Sigma Sixth Open Evening
- Monday 27th – Friday 31st October – Half Term Holiday

Year 7

Save the date -Year 7 Parents' Evening – Thursday, 18th September – More information to follow

Year 7 Google Accounts - Students in Year 7 will be issued with their school email address and network password in their first Computer Science lesson. This will then allow them to access their school Google Account, including Google Classroom, and their school Gmail account. We recommend that students check their emails daily - they can add their school email account to their personal devices, using their school email address and password, to access their school emails from home. Students can change their network password in school if they wish to change it to a more memorable password - see our ['Howto'](#) help sheet.

Year 7 Arbor Access - once students have been issued with their school email address and password, they will be able to log in to the Arbor desktop portal (using the 'Sign-in with Google' option). They will also be able to download and use the Arbor Student App but will need to use their school email addresses and an Arbor password (which will be emailed to them by our Datateam) when accessing the app (this is different to their Network/Google password and does not change if they update their Google password in school).

An overview of the Year 7 curriculum can be seen [here](#)

See our [Curriculum Microsite](#) for comprehensive information about our curriculum

Year 8

An overview of the Year 8 curriculum can be seen [here](#)

See our [Curriculum Microsite](#) for comprehensive information about our curriculum

Year 9

An overview of the Year 9 curriculum can be seen [here](#)

See our [Curriculum Microsite](#) for comprehensive information about our curriculum

Year 10

An overview of the Year 10 curriculum can be seen [here](#)

See our [Curriculum Microsite](#) for comprehensive information about our curriculum

Year 11

Save the date -Year 11 Parents' Evening – Thursday, 2nd October – More information to follow

An overview of the Year 11 curriculum can be seen [here](#)

See our [Curriculum Microsite](#) for comprehensive information about our curriculum

Sixth Form Notices

Save the date - Sigma Sixth Open Evening Day – Reserve the date - Thursday 9th October



The poster features the Sigma Sixth logo on the left, which includes a stylized 'S' made of blue and purple geometric shapes. To the right of the logo, the text reads 'SIGMA SIXTH' in large purple letters, followed by 'TENDRING CAMPUS' in smaller purple letters, and 'Discover Yourself, Define Your Future' in small black letters. Below this, the event details are listed in red and black text: 'Open Evening', '5.00-7.00pm', and 'Thursday 9th October 2025'. A black line of text says 'We look forward to welcoming you!'. At the bottom left, the address 'Tendring Education Centre - Jaywick Lane, Clacton-on-Sea CO16 8BE' and the website 'countyhigh.org.uk/sixthform' are provided. On the right side of the poster, there is a photograph of three students (two girls and one boy) sitting on the grass in front of a modern school building with large windows.

SIGMA SIXTH
TENDRING CAMPUS
Discover Yourself, Define Your Future

Open Evening
5.00-7.00pm
Thursday 9th October 2025

We look forward to welcoming you!

Tendring Education Centre - Jaywick Lane,
Clacton-on-Sea CO16 8BE
countyhigh.org.uk/sixthform

Careers Guidance Updates

The CCHS Careers Hub micro-website is continually being updated with information on all different types of careers and much, much more.

[Please take a look at our Careers Hub Here.](#)

Safeguarding, SEND, and Wellbeing

Autism Anglia Coffee Morning - Monday, 6th October at 10am at CCHS.

- If you would like to attend, please email us via admin@cchs.school –
- A diagnosis of autism is not required. [Autism Anglia website](#)



Who Autism Anglia Support

Children and young people under 25 and their families

How Autism Anglia Makes a Difference

Guiding families through the autism support process and teach the community about autism

- Personal advice and support
- A friendly team that listens and gives advice based on your needs
- Drop-in sessions

Community Notices

CCHS Alumni

Would you like to join CCHS Alumni? We are keen to hear from inspiring ex pupils from varied fields of employment. Be part of our 'where are they now' portfolio and share your knowledge and expertise to inspire current CCHS students and encourage them to think about their futures and where their careers and life could take them. if you would like to be part of this initiative please send contact details to admin@cchs.school

Career Opportunities

Career Opportunities at CCHS

This week, new positions are available: Click [here](#) for further information.

Accessibility

If you need any of our published or website information in an alternative accessible format please contact us via admin@cchs.school or on 01255 424266 or by making an in-person request to our main reception on Walton Road, Clacton on Sea, Essex, CO15 6DZ