



T H E
GLASGOW ACADEMY

27th January 2010

Dear Parents

Last Wednesday afternoon a large number of senior pupils unexpectedly reported to the "off-games" class rather than participate in their timetabled afternoon games activity.

This has a serious impact on the quality of the team activities we provide and it is a regrettable waste of resources as a large number of coaches are employed every Wednesday afternoon. Of greater concern is the large number who are not following the correct procedure and appear to be missing during the afternoon.

For that reason I would like to clarify the off-games procedure:

If a pupil is ill they have to report to Mrs Crawford in the PE building at morning break with a note excusing them.

Parents are at liberty to email (enquiries@tga.org.uk) or telephone the reception with a message.

At 1.50pm, the start of the afternoon, they should report to Mr Horgan in room 2.5 who supervises the "off-games" class.

No pupil should attend "off-games" without first reporting to Mrs Crawford.

If the school does not receive a message from a parent on the day the pupil does not attend games a message should be taken to Mr Evans, by 9am the following day.

If the school does not receive any notification that parents are aware that a pupil has missed and have given their permission to miss games, then we will regard this as an disciplinary matter and will issue a detention for the Friday after school.

We intend to inform you as soon as possible if your child is absent from games, but have no desire to alarm you unnecessarily. Hence, we ask for your co-operation in implementing these procedures.

Yours sincerely

A L Evans
Assistant Rector