JT/CEA/da/Equipment letter

16th October 2026

Dear Parents and Carers

Ready to Learn: Equipment Expectations

At Bloxwich Academy, we want every pupil to arrive at school ready to learn and make the most of every lesson. Having the correct equipment helps pupils settle quickly, work independently and take pride in their learning. It also prevents valuable learning time being lost while missing items are replaced.

Please support your child by checking that they bring their planner and a pencil case containing black and green pens, a pencil, rubber, ruler and glue stick each day. Preparing these the evening before helps pupils develop responsibility and positive routines.

Form Tutors will check equipment during morning Form Time. Pupils should also place their planner and equipment on their desk at the start of each lesson, in line with our Positive Entry routine.

If your child is missing an item, staff will provide a replacement and record this on **ClassCharts**. This record will notify our finance team, who will arrange for the cost to be deducted from your child's account. Replacement items will be charged at the following prices:

Item	**Cost**
Black or green pen	10p
Pencil	10p
Rubber	15p
15cm ruler	26p
Glue stick	50p
Planner	£5.00

Please encourage your child to look after their equipment and keep their planner in good condition, bringing it to every lesson. Regular checks at home will help avoid repeated replacement charges.

If you are experiencing difficulty providing any of these items, please contact your child's Head of House so that we can offer support.

Thank you for helping us ensure every pupil is prepared, confident and ready to learn.

Yours sincerely

Mr J Till
Executive Headteacher

Mrs C Eardley
Head of School