



LP/CB

12 November 2025

Dear Parent or Carer,

## **Teaching and Learning: Student Equipment and Being Prepared for Lessons**

At West Craven, teaching and learning is at the heart of everything we do. Our main goal is to ensure that every child receives high-quality teaching every day so they can achieve their very best.

We believe that great teaching makes the biggest difference to children's progress and confidence. That's why we make it a priority to:

- Support our teachers through regular training and development, ensuring they have the best skills and resources to help your child succeed.
- Plan engaging, challenging lessons that spark curiosity, develop deep understanding, and build key knowledge and skills across the curriculum.
- Use assessment and feedback effectively so every pupil knows how they are doing and what they can do to improve.

We are always reviewing our curriculum, as we want every child to feel confident, curious, and excited to learn — not just in one subject, but in every part of the curriculum. However, we have recently observed that a number of students do not have the right equipment for all of their lessons. This delays the starts of lessons and means that students aren't able to get the most from every minute of every lesson.

In order to ensure that we are in the best position to ensure that every minute counts in lessons, we have equipped every student with a new pencil case with the essential pieces of equipment for learning. This has been created for your child to use in every lesson and be prepared at the start of every lesson for their learning. For those that had all or most of the basic equipment, this will supplement their current pencil case. Those that did not have the correct equipment are now ready for all of their lessons. As a school we want to maximise learning for every student.

Within the pencil case will be a pen for writing, a green pen for assessment, a ruler, a pencil, a highlighter and an eraser. This is all held in a clear pencil case. The pencil case also meets the requirements of exam regulations as it is clear and therefore, we are helping equip our students for future internal and external examinations.

Your child needs to bring this to school with them every day.

Within the next couple of weeks your child will also be receiving a mini whiteboard, a whiteboard pen and a pack to carry this in. This is to help with in class assessment that involves all students and is used by teachers across the school.

Again, the expectation is to bring this to school every day and use within lessons.

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Having provided all of the items in the first instance, we expect this equipment to be your child's responsibility. They will be responsible for replenishing their equipment and replacing lost items.

Please encourage your child to check these items become part of their routine for school and they have these ready and packed in their school bags every day.

If you would like to discuss this further, please do not hesitate to contact me at school.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'L Parkinson'.

Miss L Parkinson  
Assistant Principal Teaching and Learning