

22<sup>nd</sup> July 2025

**Principal:** James Harding-Mbogo

Dear parents and carers,

Thank you to everyone who attended our new parents' welcome evening on 3<sup>rd</sup> July. It was wonderful to meet many of you for the first time and so many of our existing parents. We also thoroughly enjoyed spending the Induction Day with our new Year 7 cohort: they all participated enthusiastically with the activities and events we put on for them and we are looking forward to them starting school on Wednesday 3<sup>rd</sup> September.

### HOUSES AND TIES

(Student name) will be in (house) and their tutor group will be (tutor group). Scholars wear a tie with a coloured stripe in house colours, which you can purchase from Monkhouse school uniform shop [www.monkhouse.com](http://www.monkhouse.com)

Aquila House – green stripe

Cygnus House – blue stripe

Orion House – red stripe

Pegasus House – yellow stripe

### PARENT INFORMATION GUIDE

Our parent information guide has been uploaded to the school website at [www.novahreodacademy.org.uk](http://www.novahreodacademy.org.uk). If you require a printed copy please email [admin@novahreodacademy.org.uk](mailto:admin@novahreodacademy.org.uk)

### PARENT INFORMATION EVENING

At the beginning of term we will be holding a parent information evening for all year 7 parents which we would ask that parents attend so that we can explain various aspects of how the school works in more detail. Our Year 7 parents information evening will be held on Wednesday 10<sup>th</sup> September from 6.00pm – 7.00pm. Please could I ask that all Year 7 parents attend this evening.

### STUDENT RECORDS AND EMERGENCY CONTACTS

It is important that we have three emergency contacts for each student. Please provide this information using Arbor. You can do this online at <https://login.arbor.sc> and click *Forgot your password?* to finish setting up your account (you will need to use the same email address you have registered with the school to do this). Alternatively, you can download the Arbor Parent App onto your mobile device. This will allow you to see your child's school records and update the information we hold.



Please contact [admin@novahreodacademy.org.uk](mailto:admin@novahreodacademy.org.uk) if you are unable to access the Arbor app.

## CONSENTS

We also require all parents to complete a number of consents for their child, this can again be done via Arbor (Please see the previous item for how to login to Arbor).

When you login to Arbor please select the different consents shown in the notices section in order to provide school with the necessary consents for your child (please see the example below).

View Student Profile	
Notices	
You have not consented to Administer First Aid for - click to correct	▶
You have not consented to Home School Agreement for - click to correct	▶
You have not consented to Photograph Student for - click to correct	▶
You have not consented to Press / 3rd Party Photography for - click to correct	▶

Please contact [admin@novahreodacademy.org.uk](mailto:admin@novahreodacademy.org.uk) if you are unable to access the Arbor app.

## PARENTPAY AND CASHLESS CATERING

You have been sent a username and password by separate email to set up a Parentpay account for you to pay for school meals, trips and equipment.

Please contact [admin@novahreodacademy.org.uk](mailto:admin@novahreodacademy.org.uk) if you have not received an email with this login.

## SCHOOL MEALS AND SPECIAL DIETARY NEEDS

If your child has any special dietary needs, please read the attached letter and return the attached form. The information will be shared with our caterers, Sodexo.

If your child qualifies for free school meals, this will automatically transfer to their secondary school, unless they are from outside Swindon, in which case you will need to apply to Swindon Borough Council. Please visit the transition page of the school website for information on how to do this. [Nova Hreod Academy > About Nova > Admissions > Year 6 Transition](#)

If you have any questions or require any help with logging into any of the sites, please contact the following people:

For Parentpay enquiries: [finance@novahreodacademy.org.uk](mailto:finance@novahreodacademy.org.uk)

For Arbor enquiries: [admin@novahreodacademy.org.uk](mailto:admin@novahreodacademy.org.uk)

For general transition enquiries: [year7manager@novahreodacademy.org.uk](mailto:year7manager@novahreodacademy.org.uk)

Yours sincerely

A handwritten signature in blue ink, reading 'J Harding-Mbogo'.

James Harding-Mbogo  
**Principal**