



ASTREA ACADEMY WOODFIELDS
Weston Road, Balby, Doncaster, DN4 8ND
01302 312140
Principal: Mr. David Scales



Dear parent/carers,

I am writing to apologise for the detention issues that were experienced this evening. It came to my attention that scholars were taken to detention who had not been issued one which caused anxiety and distress. This was an administrative error, and we are very sorry for any upset that this has caused.

Class Charts is our new way of communicating to you about praise, behaviour and detentions. Whilst our list on Class Charts was accurate and these detentions were communicated via this system, the spreadsheet that we send to our pastoral team to collect scholars for detention was incorrectly filtered. To prevent this happening again we have added in additional checks so that a simple mistake like this would be identified and rectified. It is important to us that everyone has confidence in this system and so we are sure that this mistake will not happen again. To ensure fairness, we consider that any detention yesterday was attended and no follow up will be required.

We are grateful for your contact and feedback, and the support that you have given for us to get this right. It came to our attention that some of you are still to log in to Class Charts. You can download an app or go straight on the website to access the information you need about praise, behaviour and detentions here:

<https://www.classcharts.com/account/login>

<https://apps.apple.com/gb/app/classcharts-teachers/id1158674728>

<https://play.google.com/store/apps/details?id=com.edukey.teachers&pli=1>

We can provide initial login codes, please e-mail office@astreawoodfields.org for support. Detentions are published each day by 6pm for the following day.

I am very sorry that we have fallen short of our high standards. Please be assured that we have acted quickly to fix these problems.

Yours faithfully,

Mr D. Scales

