



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



**Dear Parents and Carers,**

At Astrea Academy Woodfields, safeguarding and safety remain non-negotiable aspects of our ethos. We are committed to ensuring that all scholars learn in a secure and well supervised environment.

It has been brought to our attention that certain online retailers are advertising so-called “craft pens” which closely resemble standard writing pens but contain a concealed blade approximately 5mm in length. These items can be purchased for as little as 77p and are visually indistinguishable from ordinary stationery, examples are shown below:



We would like to remind all families that our **Positive Behaviour and Relationships Policy** clearly outline items that are prohibited on site. This policy can be accessed here:

<https://www.astreawoodfields.org/about-us/policies>

**Appendix 7** of the policy states that prohibited items include (but are not limited to):

- Any bladed or sharp object
- Pencil sharpeners
- Maths compasses
- Sharpened objects (e.g., a ruler)
- Scissors
- Any type of blade
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In line with this policy, we kindly request your support in ensuring that your child does **not** purchase, possess, or bring any of the items shown above into the academy. We strongly advise that these ‘craft pens’ are **not** bought for use by children unless they are under direct adult supervision.

If any scholar wishes to share concerns or information relating to possession of such items, they can speak to any **member of staff**, or they may contact the safeguarding team directly at: [safeguarding@astreawoodfields.org](mailto:safeguarding@astreawoodfields.org)

Your cooperation in helping us maintain a safe academy environment is greatly appreciated.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Richard Ayres'.

Richard Ayres  
Assistant Principal