

Dear Parent/Carer,

As we head towards what is the end of a very unusual academic year, we hope you and your families are well and that the last few weeks in Year 6 have been successful, with your child managing to enjoy some of the end of year activities that would have usually taken place.

We are very much looking forward to welcoming all new Year 7 students to our academy in September, and would like to take this opportunity to share some really important information with you, before we all break up.

Firstly, we want to thank you for your support so far, helping your child to access the transition website and all the information available on there. If you have not managed this yet, the site remains live and can be accessed via the following link.

<https://transition.freeston.outwood.com/>

To help to try and put your mind at rest, in these unprecedented times, we wanted to let you know what else we have been doing to support Year 6 children in their transition to secondary school. As a Trust, leading executives and senior leaders have been meeting weekly to discuss plans for the Year 6 transition, as we know how important it is to ensure a successful integration into our schools. During these meetings all aspects of transition have been discussed, with our most recent objective to look at bespoke planning for the September start.

Following the release of the government guidance for the full reopening of schools in September we are finalising our plans for the first day and first few weeks for Year 7. With this in mind, we are endeavouring to ensure that the necessities of starting secondary school are blended with some of the transition activities missed, whilst also clearly planning for students to gain the skills needed for the next stage in their academic life. In addition, we are considering how best to identify and close any gaps that have appeared in skills and knowledge during the 'lockdown' period.

We have been in contact with feeder primary schools to gather pastoral and academic data, so we are best placed to plan for all aspects of their schooling, including any additional needs that they may have.

September still brings many challenges for schools, and we wanted to share some of the specific detail regarding the first few weeks with you:

- Year 7 students will start their secondary school on **Wednesday 9th of September**, and will be the only year group in school for the day.
- Students will be placed into year group 'bubbles', and breaks and lunchtimes will be staggered to maintain these bubbles to ensure we follow the government guidelines and support the country in tackling the spread of the COVID 19 infection.
- Year 7 will be placed into a year group tutor group, and will initially be taught **in this group**.

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

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VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.

- We are continuing to redesign the first few weeks for Year 7, and are committed to an enhanced pastoral programme to support students return to full time schooling, and their transition to secondary school. This will include tasks and activities to support wellbeing, to gain, and regain necessary study skills, to form a sense of belonging to their new Academy, year group and tutor group, and to identify literacy and numeracy levels to allow for intervention and early support.
- We are also planning a celebration event for Year 7 towards the end of September to share all the positives that will have occurred since starting secondary school.

Much more specific detail will be shared via a letter pertaining to the whole Academy plan in response to the government guidance.

We will continue to work as a Trust and as an Academy to ensure a positive programme back to normalcy is realised, and look forward to working with parents, students and staff to do this.

In addition to this detail we have some logistics to communicate to you.

Uniform Collection

We hope that you have managed to complete your order with Trutex, but please get in touch via the transition e-mail if not transition@freeston.outwood.com The collection day is the 6th August; staff will be on hand to support with distribution and social distancing.

A separate letter is being sent out regarding uniform collection and exchange. We request that when you are informed of your collection time you make arrangements so that just one adult comes to collect the bundle to limit the number of people on site. The bundle can then be taken home and tried on, and if any aspect needs changing then you will be able to bring it back at a designated time the following day 7th August.

First Day

As mentioned already, the return date for year 7 will be **Wednesday 9th September**, and we expect to see students arrive between **8.10 and 8.20am**. All Year 7 students must use the **gate on the turning circle on Favell Avenue**. Staff in yellow jackets will be there to welcome students.

Students will then be informed of their tutor groups and taken to their tutor base to start the programme for the day.

During the day students will be given their planners and timetables, have a tour of the school, receive a presentation from the Principal and spend time with their tutor, going through lots of the details that they will need to know to successfully get started at Outwood Academy Freeston. The day will finish with an inter form quiz based on the school and the transition information they have received, we hope this will give an informative but fun end to the day.

Lunch

The Academy uses an online payment system 'ipay' for lunches, trips and any additional payments that may be needed whilst your child is at school with us. We are a fully cashless school so students never have to worry about carrying cash.

If we have your data pack returned, you should now have received a letter for 'ipay' to set up your child's account and place money on it. When this is done your child will be able to purchase food from the restaurant. We have scheduled some time in the morning programme on the first day to complete the finger biometric reading process, so that they can start to use the system on day one. If we are unable to set the accounts up prior to the start of term then a packed lunch will be required.

All dietary requirements can be catered for, but please get in touch if you have questions or concerns about the food on offer. Some students still opt to bring a packed lunch regularly, and this is absolutely fine, these students still eat with their peers in the restaurant.

Travel Arrangements

We have very few students who travel on public transport, however, if your child does, they must wear a face mask whilst on the vehicle. We have bins to dispose of these appropriately.

Data Packs

Thank you to all who have returned the data packs. It is crucial that all of these are returned so that we know as much as possible about your child, including up to date contact details. If you have not returned yours, please do so immediately.

In Summary

Although there are still some aspects that need finalising, we hope you find the detail helpful and the overall plan supportive. We will continue to communicate with you until all aspects are clear for everyone.

If you have any questions then please don't hesitate to get in touch. And for regular updates on Academy news and events, follow us on Twitter @OutwoodFreeston or review our website www.freeston.outwood.com

We are looking forward to a successful start in September.

Yours faithfully



Lisa Allott
Principal