

21 July 2021

Dear Parent / Carer

I hope that you and your families are settling well into the summer break and are remaining safe and well.

Following my letter in the final week of term I am now writing to inform you of our planning for our new academic year in September.

At the point of writing we are at a milestone point as we reach Step 4 in the roadmap out of lockdown. Whilst tagged as 'Freedom Day' it is important that we continue to follow the guidance and remain aware of our local position. Dr Rupert Suckling, Director of Public Health for Doncaster highlighted last week the rising number of cases and the high infection rate currently across our borough; please be mindful of this and work with us to try and minimise risks of transmission.

Whilst we are acutely aware of our local and national position the roadmap does provide us opportunities to modify our controls without reducing the levels of safety, and drive up the standards of education in our classrooms.

Although for most of us the summer break is underway, the academy is brimming with excitement and energy as we are currently delivering our Year 6 into 7 Summer School. It is great to see our new Year 7 students socialising, and embracing the range of active and creative activities our staff are providing. It is a stark reminder of some of the opportunities that children have missed out on in recent months and we must resume, albeit under strict safety controls.

In the coming weeks we will be hosting our 'results distribution days' for all students who have completed qualifications this academic year. Whilst the process has been very different this year with the modifications in the place of exams we look forward to sharing student outcomes, supporting their next steps and the celebration from hard work between students, staff and parents.

- Post 16 Results Distribution Day                      Tuesday 10th August 2021
- Year 10 and 11 Results Distribution Day              Thursday 12th August 2021

As previously published, the letter on our website provides further information including times and venue.

We are currently putting in place the meticulous planning for September taking into account the national Step 4 modifications to control systems and the guidance around educational settings. In early July we rolled into our new academic timetable so students in Years 8 to 13 have already experienced their new timetable and classes putting us (already) in front for the new academic year. From September we will no longer have year group bubbles, all students will be able to share break and lunchtimes and socialise between year groups. But with this we will work closely with Public Health England and our local Health Protection Team and we can adjust our systems should the need arise.

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

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

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.

Our updated risk assessment can be accessed via the academy website.

Early this year we introduced a one-way system to limit student contact and risk of transmission. Students have adhered to this extremely well and it has had a positive impact in reducing congestion and face to face contact. We will continue with this system going forward and review later in the year.

It remains that the key prevention in the transmission of Covid-19 is good hand hygiene. Students should continue to wash their hands regularly but we also provide hand sanitiser at the beginning of every lesson as students enter the classroom.

### **Attendance**

It is the expectation that all students will attend the Academy in September as the government outlines mandatory attendance for all students. The only exception would be if a GP directs an individual to shield for Covid-19.

### **Covid-19 symptoms**

If any member of the Academy community, students or staff should develop symptoms of COVID-19 they should not attend the Academy. The symptoms should be reported to the Academy at the earliest opportunity and those affected should seek a PCR test, communicating the outcome with the Academy.

### **Lateral Flow Testing September**

The Government has advised that all secondary aged children participate in taking two lateral flow tests on their return to school in September. With the expectation that students will have received a negative test result before returning to the classroom. This is to break any potential transmissions as students come back together after a significant time away. Almost all parents and carers of students in years 8 and above have already provided consent, if you haven't already but wish to now, please use the form below.

<https://forms.gle/iqHpCFf7wjuDnnnV6>

To support testing procedures year groups will have a staggered return in September. This is to enable students to initially attend for their lateral flow test and then return home whilst we report results and then return soon after to commence the new academic year.

## Key dates

Year group	Date & time to attend for Lateral Flow Testing	Date to return for the new academic year
Year 7 Surname A - L	Thursday 2nd September 12:30	Friday 3rd September
Year 7 Surname M - Z	Thursday 2nd September 13:30	
Year 12	Thursday 2nd September 14:30	
Year 11 Surname A - L	Friday 3rd September 9:00	Monday 6th September
Year 11 Surname M - Z	Friday 3rd September 10:00	
Year 13	Friday 3rd September 11:00	
Year 10 Surname A - L	Friday 3rd September 12:30	
Year 10 Surname M - Z	Friday 3rd September 13:30	
Year 8 Surname A - L	Monday 6th September 9:00	Tuesday 7th September
Year 8 Surname M - Z	Monday 6th September 10:00	
Year 9 Surname A - L	Monday 6th September 12:30	
Year 9 Surname M - Z	Monday 6th September 13:30	

As described above students will initially attend for a short session to complete their lateral flow test and then return home. They will then start the academic year following their negative result. We will schedule their second lateral flow test 3 -5 days after their first, following a timetable we have in school.

### Structure of the academy day

We have now moved back to our usual school day for all students. Students should be onsite by 8:10am, at lessons for 8:20, with formal lessons finishing at 14:30. Students than have opportunity to attend an extensive range of academic and creative enrichment sessions until 15:30

8:25-9:25	9:25-10:25	10:25 - 11:00	11:00-12:00	12:00 - 13:30	13:30 - 14:30	14:30 - 15:30
Period 1	Period 2	Break / Tutor	Period 3	Period 4 (Includes 30 min lunch)	Period 5	Enrichment

### Gates and entrances

Students can access the site via two entrances / exits; Windmill Balk Lane and Tenter Balk Lane. Please note that the Library gate is no longer accessible.

### **Tutor groups**

Tutor groups will continue to be set in year groups. Following the challenges over the last year and a half being in groups of the same age will enable us to deliver more age and stage related pastoral support and academic catch-up. It would also support us moving back into year group bubbles should the need arise at any time.

### **Behaviour**

Our behaviour system is built upon three key principles, being respectful, being responsible and being safe. This has never been more prevalent than in our current circumstances. We always have very high expectations of our students and we will be very clear in our expectations such as; adhering to social distancing, hygiene controls, movement around the academy, attitudes to learning and respecting safe practice for themselves, their peers and adults. We appreciate your support in relaying these expectations from home and the importance of positive behaviour at all times.

### **Uniform**

The following expectations are a reminder, so that you can support us in ensuring students are prepared for learning and so that systems are fair and consistent.

Uniform is almost exceptional at the Academy and almost all students take pride in looking smart and in-line with our expectations, please support in ensuring;

- No jewellery with exception to a watch (no smart-watches)
- Items such as earrings, nose studs, rings, bracelets, necklaces and other jewellery (including clear inserts) are not allowed for health & safety and will be confiscated and a sanction issued if seen.
- Noticeable makeup and eyelash extensions are not allowed.
- Black shoes and no trainers
- Skirts must be worn correctly and not adapted e.g. rolled over

### **Face coverings**

Whilst face coverings are not mandatory we would not discourage students from wearing them. If students are using face coverings we ask that they be mindful of how they are stored and disposed of so that they do not cause further risk of transmission. Face coverings are continually under review from Public Health and we will communicate if they are again advised or become a mandatory control in communal areas.

### **Equipment**

All students must be prepared for learning; they must bring the following items every day;

- A school bag
- Planner (which will be issued in September on return to the Academy)
- Pen, pencil & ruler

Mobile phones must be switched off, kept in bags and not seen. They should not be in students' pockets. If seen they will be confiscated and must be collected by an appropriate adult.

We are now at a point where we are learning to live with Covid-19 and for many of us approaching what were routine tasks quite differently. But we have found, and as we have always known, our students are resilient, adaptable and very caring young people. They have continued to excel through this pandemic and have developed skills and attributes that will add to their successes.

For many young people the pandemic and its wider social and emotional effects has heightened concerns and anxieties. Please continue to communicate concerns with us so that we can work together in providing for each individual and ensuring they can access school.

I feel very privileged to work within our community and whilst this next year may continue to bring us some challenges, I look forward to working with you and your children. Have a fantastic summer break and stay safe.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A Scruby', with a large, sweeping flourish extending to the right.

Andy Scruby  
Principal