

8 June 2020

## Academy Re-Opening To Year 12

Dear Parent/ Carer,

I am writing to confirm arrangements for the re-opening of the academy for year 12 students from **Monday 15<sup>th</sup> June**. As an academy we are extremely keen to provide as much support as possible at this difficult time and we are very much looking forward to welcoming year 12 students back into school.

Schools have been asked to provide year 12 students with **some** face to face support to

- progress learning during the summer term
- provide pastoral support
- have conversations about the work completed online
- support remote education

### Timetable

Initially students will have a weekly face to face meeting to discuss how online learning is progressing and to decide if extra support is required to secure good progress. There will also be discussion about careers including CV writing, applying for apprenticeships and universities and support with writing personal statements. We hope to give opportunities later for students to 'Google meet' with teachers from across both Outwood Academy Adwick and Outwood Academy Danum wherever possible.

These sessions are to complement online studies, **students will still need to complete work set online** and we know that year 12 students are much more self-motivated than younger students.

### Health and Safety

Working with Outwood Grange Academies Trust and the Local Authority we have produced an extensive risk assessment to ensure robust systems are in place to keep students and staff safe.

On entering and leaving the academy, students will be asked to wash their hands or to use alcohol hand gel and on entering their classroom they will be asked to use alcohol gel again. Students will initially only meet with one member of staff and will observe social distancing during this meeting. Teachers will contact students with individual meeting times. Two meter distance markers have been provided from the academy gates to school and on corridors to aid students with social distancing.

The classrooms and Post 16 area where meetings take place will be cleaned with disinfectant spray before and after students have used them and the whole school will be 'deep cleaned' every Friday. Hygiene products are available in each classroom including tissues, alcohol gel, disinfectant spray and paper towels.

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.

We have divided the academy into five areas, red, yellow, blue, green and purple. The purple area will be for Post 16 students only. The Purple area will be accessed from the Armthorpe Road student entrance and the normal Post 16 entrance. Other students in school are each assigned to one colour coded area and have a colour coded entrance/ exit.

It is important that students do not cross into other areas and follow the risk assessment – ensuring everyone's safety. If a student does not follow the risk assessment they may jeopardise their opportunity to attend these tutorials.

### **Break, Lunch and Refreshments**

The drinking fountains have been closed so we ask that students bring water from home. Made to order 'grab bags' which include a sandwich of choice, a bottle of water, fruit/fruit pot and a muffin/biscuit can be provided for a cost of £2.30. Students should ask their face to face tutor if they require one to be ordered.

### **Travelling to the Academy**

Government guidance asks that wherever possible students walk or ride bikes to school rather than catch busses. I fully appreciate that this is not possible for everyone and where students may catch a bus we have tried as far as possible to make their session out of peak times. When students are travelling by bus they are required to wear face coverings. Lidded bins will be provided for face masks. Small plastic bags will be provided for students to safely store non- disposable face coverings.

### **Business Dress**

To make it easier to wash clothing each day that students attend school we are suspending the need to wear business dress until September. Students should wear smart, respectful clothing such as shirt, dress, skirt, trousers. There is no need to wear a jacket or tie. Shoes should not be open-toed.

### **Personal Equipment**

Please bring as little as possible into the academy.

### **Attendance**

Government guidance says that where a student has significant health issues that requires them to shield themselves they are not expected into the academy. If a student lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend their education or childcare setting. If a student lives in a household with someone who is extremely clinically vulnerable, as set out in the [COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable guidance](#), it is advised they only attend an education or childcare setting if stringent social distancing can be adhered to which is the case here. There will not be any action taken at this time for non-attendance.

We hope to see as many students as possible when sessions start. This is such a vital time for students in year 12 and we normally begin year 13 teaching at this time.

### **Message to students**

Your teachers have really missed you and we are really looking forward to seeing you at your session. This is a really important time for you and we aim to support you to achieve the very

best grades you can by the end of year 13. We know how incredible you are and the amazing things you can achieve, we are really looking forward to helping you in every way possible.

Yours Faithfully,

Jayne Gaunt  
Principal