

Our Ref: DC

22 July 2021

Dear Parents and Carers

As we come to the end of another challenging but rewarding year, I would like to take the opportunity to tell you how proud I am of the way this community has worked together in the face of immense changes to our lives.

It has been a tough time for all of us in one way or another and I would like to thank you for the support you have given your child as we all try to ensure they continue with their education; both students and staff have had to step up to the new ways of working, and have come together to maintain the highest standards possible. All have shown great determination and resilience and have adapted to personal challenges, thriving to bring out the best in one another during these unprecedented times.

In order that we can return in September, well prepared and refreshed, please can I ask that you ensure your child adheres to the following information:-

Expectations

The overarching aim of our Behaviour Policy is to promote positive behaviour, to ensure our students can grow into safe, polite and responsible adults and to allow them to learn in a calm environment. We want our students to be respectful of themselves and of each other, not because they have to but because they want to, and we hope that they become mature enough to know how to do the right thing.

Uniform Reminders

Uniform standards are very important for the Academy and I would like to take this opportunity to thank you for supporting us in ensuring our students look as smart possible. As always though, it is worth remembering the following:-

- Jewellery is not permitted. If students are thinking about having piercings, this must be done at the start of the summer holidays, as no student will be allowed to wear earrings or any other jewellery at any time.
- Nails and Makeup and False Eyelashes – False eyelashes, false nails and nail polish are not permitted. Makeup may only be worn discretely.
- Our Shoe Policy is clear and is explained in our Academy Planner, shoes

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

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

must be plain black and free of embellishments. Gold logos, edging and other small splashes of colour are a breach of the policy.

- Socks must be plain black and tights must be at least 40 denier
- Shirts should be of good quality and long enough to tuck into skirts or trousers as this is a requirement of the uniform policy. The shirt must be plain white and have a stiff collar.
- Hairstyles and hair colour must be sensible (check with your child's learning manager before considering dramatic changes), bobbles/bands must be black or purple, and should not be worn on wrists when not in use.
- Outdoor coats must be worn over blazers. Please note that hoodies, fur, denim and studded leather jackets are not allowed.
- Mobile phones must be switched off and kept in the bottom of the bag. If a phone is seen or heard then it must be handed over to a member of staff and a C4 detention will be issued. The parent/carer will then have to collect the phone from school.
- Smart watches are not allowed to be worn in the Academy.

Equipment

Students must come equipped for school every day and must have their planner, a pen, a pencil and ruler (ideally in a pencil case) together with a scientific calculator. This is to ensure that they are well prepared for their lessons. If you are struggling with this, please contact your child's learning manager.

Attendance Punctuality

We need you to continue with your support in ensuring your child attends the Academy every day. Now, more than ever, attendance is the key to ensuring students access the exciting lessons we have planned to increase their life chances. A Department of Education Report highlights that '... pupils with no absence are 2.2 times likely to achieve 5+ GCSEs A*-C or equivalent and 2.8 times more likely to achieve 5+ GCSEs A*-C or equivalent including English and mathematics, than pupils missing 15-20% of Key Stage 4 lessons.' Please be mindful that all holidays will be classed as unauthorised absence, if taken during term time. Only in exceptional circumstances will a holiday be authorised. It is our duty to refer to cases to the Local Authority when a student goes on holiday during term time and the Local Authority may well issue a fixed penalty notice to parents and carers. We will, as always, continue to support all students and will meet their individual needs, please contact the Academy to discuss any issues you may have around the attendance of your child. In Year 11 students must achieve at least 95% attendance to be able to attend the Prom.

Punctuality

We believe that our students should be punctual and should arrive before 8.20am, this will help prepare them for arriving on time for work in the future. Students who do

not arrive on time will be issued with a C4 detention.

Tracing, Close Contacts and Isolation

Under DfE guidance, school settings only needed to do contact tracing up to and including 18 July. Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.

As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. Schools may be contacted in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.

From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.

Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.

18-year-olds will be treated in the same way as children until 4 months after their 18th birthday, to allow them the opportunity to get fully vaccinated. At which point, they will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact.

Settings will continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures.

Plans for the September return, transition back into the Academy and Testing Asymptomatic testing – Guidance from the DfE

Testing remains important in reducing the risk of transmission of infection within schools. That is why, whilst some measures are relaxed, others will remain, and if necessary, in response to the latest epidemiological data, we all need to be prepared to step measures up or down in future depending on local circumstances.

Over the summer, staff and secondary pupils should continue to test regularly if they are attending settings that remain open, such as summer schools and out of school activities based in school settings. Schools will only provide tests for twice weekly asymptomatic testing for pupils and staff over the summer period if they are attending school settings. However, testing will still be widely available over the summer and kits can be collected either from your local pharmacy or ordered online.

As pupils will potentially mix with lots of other people during the summer holidays, all secondary school pupils should receive 2 on-site lateral flow device tests, 3 to 5 days apart, on their return in the autumn term.

The schedule below sets out our plans, for those students for whom we have received consent, please can you ensure your child attends for their test, which will take place in the Sports Hall (accessed from the Leisure Centre):-

Date	Day	School Testing	Year group return to the academy	Comments/Actions
1/9/21	Wednesday	All Year 11 All Year 10		First test for Y11 – 9.00am - 11:30am First test for Y10 – 12.00pm - 2:30pm
2/9/21	Thursday	All Year 7		INSET Day First test for Y7 - 1:00pm - 3:30pm
3/9/21	Friday	All Year 9 All Year 8	Only Year 7	Mop up testing session for Year 7 First test for Y9 – 9.00am - 11:30am First test for Y8 – 12.00pm - 2:30pm
6/9/21	Monday	All Year 11 All Year 10	Years 8, 9, 10 and 11	Mop up testing session 8.00am – 9.00am 2nd test for Y11 – 9.00am - 11:30am 2nd test for Y10 – 12.00pm - 2:30pm
7/9/21	Tuesday	All Year 7		Mop up testing session 8:00am to 9:00am 2nd test for Y7 9:00am to 11:30am
8/9/21	Wednesday	All Year 9 All Year 8		Mop up testing session 8.00am – 9.00am 2nd test for Y11 – 9.00am - 11:30am 2nd test for Y10 – 12.00pm - 2:30pm
9/9/21	Thursday			Mop up testing session for Y7, 8, 9, 10 and 11
10/9/21	Friday			Mop up testing session for Y7, 8, 9, 10 and 11

The School Day

We look forward to welcoming our Year 7 students on Friday 3rd September, with all other year groups returning on Monday 6th September 2021.

Time	Period	Comments/Actions
07:45 - 08:20		Students arrive at the Academy through either student services or the back gates
08:25 - 09:25	1	Staff allocated to classrooms and students to move around the whole Academy on the left
09:25 - 10:25	2	
10:25-11:00	Break/Tutor	Tutor groups to be horizontal year groups. Years 8,10 & 11 will be on first break. Years 7 & 9 will be on second break.
11:00-12:00	3	
12:13:30	4	Contains half hour lunch 1st floor first lunch – 12.00pm to 12.30pm Y7 second lunch – 12.30pm to 1.00pm Science/Ground Floor last lunch – 1.00pm to 1.30pm
13:30-14:30	5	Students to exit via back gates or Student Services
14:30-15:30		Enrichment/Detentions

Once again, thank for your continued support over the past academic year. I would like to wish you and your families a wonderful summer break.

Yours faithfully



Mr D Cavill
Principal