

July 2020

Dear Parent / Carer,

I hope by now that you and your child have been able to watch the video presentation that was recently shared with you, outlining our plans for a full reopening in September. If not, you can access this from this link:

<https://www.loom.com/share/b1755102545f4a729b3db7b299c4281c>

The purpose of this follow up letter is simply to highlight some of the key points which are explained more fully in the video.

- Instead of VMGs, students will be in Tutor Groups with students from their own year group only.
- Year 7 will be in class 'bubbles' and will spend the whole week in their Tutor Group, in the same classroom.
- Years 8 to 11 will be in year group 'bubbles'.
- Year groups will have a suite of rooms allocated to them and will not move out of these rooms.
- In order to preserve the 'bubbles', students from different year groups will not mix.
- The academy day begins at 8.25am as normal but **students will not be allowed access to the building until 8.10am**. Please plan journeys accordingly.
- Students should walk or cycle to and from the academy. Remember that buses will have a limited capacity due to social distancing and that face coverings must be worn.
- Each year group will have their own entrance / exit.
- When students enter the academy at the start of the day, they should go straight to their Tutor Group room. Tutor time will now be from 8.25am - 8.45am.
- Each year group will have a separate break and a separate lunch.
- The day will end between 2.25pm and 2.30pm. After school enrichments will not take place initially.
- We will have enhanced cleaning, additional handwashing facilities and hand sanitiser stations across the academy.
- In classrooms, students will sit in rows facing the front of the room.
- We will socially distance wherever this is possible.
- Specific toilets will be assigned to different year groups.
- The water fountains will not be in use so students may want to bring a filled water bottle with them.
- All students will be given a zipper wallet containing a set of basic equipment but they may want to supplement this with additional equipment; all students will need a Scientific Calculator. We want to avoid sharing equipment so it is essential that students remember to come fully equipped every day.
- We would like all students in Year 7 & 8 to bring a reading book from home with them.
- Full uniform should be worn. Please remember: no piercings or false/gel nails!
- The term for students begins on Thursday 3 September (Year 7 & 11 only) and for all students the following day.

Cont/d

I will write to you again later in the summer with more detail about the specific arrangements for the first week back in September. You will also find regular updates and reminders on our social media pages.

The academy will look and feel very different in September. This may be unsettling for some, however, everything we have done is to support the safety and welfare of everyone within the academy. Though it is easy to feel anxious about returning to school, it is also a really exciting time and we are all looking forward to September and can't wait to see your children!

If you have any questions over the summer break, the easiest way to contact us is via the academy website ([www.carlton.outwood.com](http://www.carlton.outwood.com)) using 'Contact us'.

Take care and stay safe.



Paul Haynes