

15 July 2021

Dear Parents/Carers,

As your child's time at primary school comes to a close, our preparations to welcome them to Outwood Bishopsgarth are in place. We are very excited to be welcoming your child to our school community in September and I am pleased to be writing with information around their first day with us on Monday 6 September 2021.

Arrival at school

Students will be greeted at the bottom gate by our staff **before 8.15am on Monday 6 September** and shown the route to the dining hall where they will meet their new year group, the Class of 2026. For those who would like to arrive earlier, and enjoy a nutritious breakfast, we welcome students into our breakfast club from **7.50am**. Our breakfast club is free of charge and runs each school day; students wishing to use this facility should arrive via the bottom gate and will be directed to the dining hall by staff.

Please could I ask for your support in maintaining our high standards by ensuring that your child is in full uniform and equipped for learning with a pencil case containing pens, pencils and a ruler. We ask that students have a sensible bag, such as a rucksack, to carry equipment to and from school each day.

If you are transporting your child to school, please could I ask that you use the parking facilities at the front of the school.

Introduction to the Academy

All students will be met by their Learning Manager and senior staff in the dining hall upon arrival. All members of the Outwood Bishopsgarth community are members of a tutor group, named after a country of the world, and your child will meet their tutor in the dining hall before walking as a tutor group to their classroom.

During an extended tutor period on Monday 6 September, your child will meet all of the students in their tutor group and spend time learning about our school. Students will be provided with a welcome pack that includes a planner, water bottle and timetable. We will spend time in tutor groups thinking about our ACE (Academy Conduct and Expectations) programme during which we learn about our expectations that all students are safe, respectful and responsible.

The school day

Following tutor, students will attend their timetabled lessons for the rest of the day. Students will have time to play with friends old and new at break and lunchtime, and of course eat in our dining hall. Please could I ask that you ensure your child has sufficient funds on their ipay account if you would like them to purchase lunch. If your child is eligible for free school meals, then their account will be credited on a daily basis with sufficient funds to purchase a full meal.

Covid testing

Students in secondary schools, including those moving from primary school into year 7, are to be offered two lateral flow device tests before their return in September. I will be writing to all parents with details, including how you can give consent, in a separate letter.

Leaving the Academy

Year 7 students will be dismissed from the Academy at **2:30pm**. If you are collecting your child, please use the parking facilities at the front of the school.

Keeping in touch

We invite you to visit www.bishopsgarth.outwood.com and our Twitter and Facebook sites frequently for updates. Our Year 7 Transition handbook, full of frequently asked questions and details of all elements of the academy day can also be found on our website.

Please ensure that you have returned the completed data collection form and set up your child's ipay account to ensure a smooth start to their Academy experience. If you require further support please contact us on 01642 586262 or enquiries@bishopsgarth.outwood.com.

We look forward to welcoming your child to Outwood Academy Bishopsgarth in September and wish you a safe and enjoyable summer.

Yours faithfully,



Mark Robinson

Head of School