

Dear Parents and Carers of new Year 7,

We would like to thank you for your patience over the last few months. Just as we were ready to begin our official Transition work, the unprecedented lockdown happened.

It has been really frustrating that we couldn't run our normal Transition programme, in particular, meeting all of our new pupils and offering parents the usual opportunity to be formally welcomed, not just into the building, but to experience firsthand our Oakwood community welcome. With the release of the latest government guidance, we can now look to provide a bespoke Induction Day in September for your child. As a parent of a Year 7 pupil, you will have hopefully viewed the presentation and enjoyed a virtual tour of the building. Next week you will also receive a tour of the school from a pupil perspective. You will also have received a Transition E-booklet that announces which House your child will be in, come September, and this allows you to buy the tie with the relevant House colour. The information and work within this booklet give both parents and pupils an idea of the topics and themes covered during KS3. When your child has completed the work, please return this via email, to the named member of staff who originally sent you the booklet. If you need help with accessing the Transition E-booklet, please reply to the email sent by this member of staff who will help you to find a solution.

Official start at Oakwood High School: from **Wednesday 2nd September**, our new Year 7 pupils will attend an Induction Day from 8.30am to 2.30pm; this will form an important element of our adjusted transition process as the whole day will be dedicated to just our Year 7 pupils. All Year 7 pupils should arrive in **full uniform**, through the **pupil entrance** on Moorgate Road, where they will be welcomed into the building by key staff and guided to the Main Hall in their year group bubble. Here, they will sit in their House groups and your child's Personal Learning Tutor (PLT) will be confirmed. A paper copy of the timetable will be given to all Year 7 pupils and then they will attend their first tutor session. This Induction Day will allow your child to meet other pupils who are in their tutor group and also safely experience lessons with some of their teachers.

For the coming academic year, the school day for Year 7 pupils as in the table below. Please note that, from September 2020, there is a new time to mark the end of the day for Year 7 and that this will be in place until further government guidance is released. We have organised staggered finish times across all year groups as we intend to keep our pupils in their year group bubbles. Just for the Induction Day, we have added an extended morning tutor session and additional afternoon session with the pupils' tutors so that they can check-in to see how their day has gone. At the end of school, any pupil who is to be met by a family member, should do so at the front of school on Lawton Lane or Moorgate Road. Can we please ask that parents do not come onto the school site to wait for their child? Moorgate Road can get busy, especially at the end of the school day and it is important that pupils use the crossing or the small island in front of the steps on the hospital side of the school. All pupils will leave using the same doors used for their entry into the building.

Breaks: as you will see from the timetable, break-times will look different, as we need to keep pupils in their year group bubbles. Most pupils will only have one break but, to offset this, there will be a shorter day for all our pupils. We also recognise that children should be given an opportunity to spend time outside of the building and this has been planned into the day. The outside area to be used is covered with a canopy and has seating for those who wish to eat or socialise outside, with access onto the green space when the weather is dry. Year 7 pupils can also purchase food at the set times and those pupils who can claim Free

School Meals will be catered for on the Induction day. Please ensure you have notified the school and completed the relevant forms.

Tutor Time: Oakwood has a supportive and highly-valued vertical (all years in one tutor-group) pastoral system. The tutors provide valuable and vital support across all year groups. Unfortunately, the latest government guidelines mean that we can only operate tutor-time in year group bubbles, therefore we are unable to structure our pastoral support for pupils in Years 7 to 10 into our usual and highly-successful vertical tutor groups. Your child will still be in the House that has already been allocated. The year group tutor groupings was something that we were keen to avoid, but we feel that this is the only way that tutor-time can exist safely in these current circumstances. To support our Year 7 transition, we will assign three tutor groups to each House, thus allowing for smaller group sizes in their first year. Your child's new tutor will make contact with you by email over the course of the second week of September, and if you would like to have a telephone conversation you can request this in your reply to the tutor. We are also planning a 'meet the tutor event' using Google Meet (more details to follow). It is our intention that the school will return to the vertical tutor system; hopefully for the academic year 2021/22.

Induction Day Timetable 2nd September

	Year 7
8.40	Tutor
9.25	Lesson 1
10.25	Lesson 2
11.40	Outside Break
12.00	Dining Room
12.20	Lesson 3
13.30	Lesson 4
14.15	Tutor
End of day	14.30

Next week, you will receive the Headteacher's summer letter that will have extended details, explaining how the school will organise a safe environment for all of our pupils and staff. In addition, the letter is packed full of the most up to date information about everything you need to know about your child starting their secondary school journey at Oakwood High School. You will also find lots of information about our 5Rs Ethos, the curriculum and school policies on our website. If you have not had the opportunity to return the data pack sent out in March, please drop this off in our reception as soon as possible. If you require a new data pack please contact the School Data and Pastoral Support Administrator using the email address e.lonsdale@oakwood.ac and we will send out a copy through the post.

We are all looking forward to welcoming our Year 7s in September. We recognise that these are very different times and that, usually, our new Year 7s would have had more time to become familiar with the staff, the school and each other. Please be reassured that we are here to support your child with transition and with feeling safe and secure at Oakwood High School.

Enjoy your summer and stay safe.

Yours faithfully

Chris Eccles
Head of School

David Naisbitt
Headteacher