

Dear Parent or Guardian,

I hope by now my first letter has reached you and you have had an opportunity to begin to look at the Unity transition webpage. I am writing to you to keep you updated with the changes Unity Academy is making in order to keep your child safe when we return to school in September following the Government's update to the guidance for school late last week.

The guidance document covered a huge number of potential issues and we have been working hard behind the scenes in response to this. As a result, we unfortunately have had to make a few small changes for our first day back on Wednesday 2nd September 2020.

Firstly, we are asking all our secondary pupils including year 7 to come into school through the back entrance. With this, the timings of the Year 7 school day have changed slightly too. Year 7 must now arrive at school by 8.30am and will finish to go home at 2.55pm. In order to help find the back entrance to school, I have enclosed a map with this letter and updated the Unity transition webpage with a copy of the map too.

In order to keep the pupils safe they will be kept as year groups and within years 7 to 9 they will be kept within a small class group no bigger than 24 pupils. Years 10 and 11 will largely be kept to a small class group although they will have to change groups in order to be able to access their option subjects. For all pupils these small groups are known as bubbles. Pupils will have their own space on a desk and their own equipment such as pen, pencil and ruler. This equipment will stay in school. Pupils will be expected to stay in the same seat for lessons and will not be allowed to move around the classroom.

Secondly, due to the changes to the way we will be having lessons and the way we will move around school, it is no longer possible to keep year 7 form tutors in place for the foreseeable future. I must stress to you that once everything returns to normal your child will go back to having their original tutor as their form tutor. In the meantime, your child will be assigned a link teacher who will act as the link between school and home. I am happy to say, I will remain as Head of Year 7 and so the changes we have had to make are relatively minor in order to ensure your child has the best possible start after the summer holidays.

As further safety precautions we will expect different year groups to start school a different times so they do not have contact with other year groups. In order maintain this safety measure, we expect pupils to arrive promptly to school. This means pupils should not arrive too early or too late for school. Pupils may wear protective face-masks to school but these must be removed before they enter school as the face-masks can potentially contaminate any surface they are put on.

Pupils will start back to school on different days in order for them to adjust to the new measures we have put in place. Once pupils have started back, they will attend school daily. The start dates, arrival and finishing times are listed in the table below:

Year Group	Start date after Summer Holidays	Starting Time of School Day		Finishing Time of School Day
7	02/09/20	No earlier than 8.30am	No later than 8.40am	2.55pm
8	04/09/20	No earlier than 8.40am	No later than 8.50am	3.05pm
9	03/09/20	No earlier than 8.40am	No later than 8.50am	3.05pm
10	04/09/20	No earlier than 8.50am	No later than 9.00am	3.15pm
11	02/09/20	No earlier than 8.50am	No later than 9.00am	3.15pm

Pupils will have different break times to other year groups and separate lunch times too. Pupils will be expected to wear full uniform to school except on days when they have PE and they will be expected to wear full PE kit instead. Pupils will not be expected or allowed to get changed for PE in the changing rooms as it is not possible to socially distance within these. As part of uniform routine, please ensure pupils come to school in a clean shirt on days when they are in full uniform to reduce the risk of cross contamination within school.

Finally, please find some summer holiday activities included with this letter. When I previously wrote to you, I spoke about the PIE activity booklet competition. I'm pleased to be able to tell you the booklet is enclosed with this letter and that we have pushed the optional completion deadline back to the first day of school, Wednesday 2nd September 2020. You should also find a copy of 'Beowulf' by Michael Morpurgo along with a covering letter from the Head of English, Mrs Whitehead. Reading rocks at Unity and I hope you enjoy the book and watching the videos over the summer!

If you have any queries, please do not hesitate to contact school either through the main office telephone number or via the school's website on the Questions and Answers section within the Transition webpage. If contacting Unity, please be aware the school will be closed for the first three weeks of the holiday.

I look forward to meeting you all in September.

Sian Darlow

Head of Year 7