

July 2020

Dear Parent/Carer

**Re: First Day Arrangements**

Welcome to the Open Academy. We hope you have a good summer and your child is excited about starting in Year 7. There is always great excitement and pride in a family when a child is old enough to move up to secondary school – sometimes there are worries too. We will try to make their transition as successful as possible.

The first day of term will be Monday 7 September 2020. The day will run slightly differently to normal as we will be inducting Year 7 and Year 12 on that day. This means the Academy will be much quieter whilst the new students get used to secondary school.

Students should arrive at the Academy in full uniform no later than **08.35am** in time for the start of day at **08.40am**. Students will be split into their 4 tutor groups, and be timetabled to different activities.

The day will run as follows:

Times/Activity	Tutor time	9.05 - 9.50	9.50 - 10:25	10.25 - 10.50	10:50 - 11:35	11:35 - 12:20	Lunch	1pm - 2pm	2pm - 2:40pm	Overview 2:40-3pm
1 Getting to Know you	All Groups	1	4	Break	3	2	Lunch	All Groups	All Groups	All Groups
2 Tour		2	1		4	3				
3 Catering/Card/Toilet		3	2		1	4				
4 Accelerated reader and Library		4	3		2	1				

We are looking forward to supporting the students through the new challenges ahead. We are excited to have the opportunity to work with the students and help them to become confident and successful learners.

Yours faithfully

**Mrs S-A Hewitt-Coleman, Head of Year 7**

**Mrs D Lamb, Assistant Head of Year 7**