

Ark Putney Academy
Pullman Gardens
London
SW15 3DG



Principal: Ms Alison Downey

Preparing every student to be a pillar of any community

16 July 2020

Dear parents and carers

As we come to the end of what has been a complex year I would like to outline the arrangements and procedures for the return to school for the autumn term.

As you will be aware the government announced that **all students** will return to school full-time in September and issued guidance to schools on how to plan for this, ensuring the safety of all members of the community. For the last two weeks we have been looking at what changes we will need to make to the curriculum, calendar and school day, to ensure that we are adhering to the government guidelines. Due to the changing nature of the situation and the impact of the virus on society we are constantly reviewing our plans. I will be sending out further details of any changes as we make them during the later stages of August. However, in the meantime I felt it was important to share with you some key information to help you to plan for your child's return to full time education.

Attached to this letter are the amended term dates for next year. You will notice that we have increased the number of inset days and have staggered the start of the school term for each year group. This is to ensure that we can provide a high level of pastoral support and induct students into our new culture and ethos routines, which include changes to how we use the site, lunch and break times, the journey to and from school and accessing the site. We have also altered the times of the day slightly to ensure that social distancing is possible as your child approaches and leaves the site.

To ensure your child has a positive start to the school year we have organised three "pillar days" for just Year 7 before the rest of the students arrive. This is an opportunity for your child to get to know their tutor, their peers and the Academy before starting lessons on Wednesday 9 September. These days will be a mixture of interactive activities to get to know the building, reading and understanding our culture and ethos. On these days we will provide lunch for your child as they will not be registered on our system but please be mindful of sending them into school with a water bottle and a nut free snack for break. All students are expected to be in full uniform adhering to the uniform policy.

Please note you are expected to drop your child off at the designated entrance for Year 7 at 8am.

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Please note the following start days/timings and entrance points for each year group below:

| | | |
|------------|--|---|
| Year 7 | Thursday 3rd September (3 days of Pillar induction) | Gates will open at 8.00am for an 8.25am start through the Pullman Gardens Entrance 2 and assemble on the Elephant playground. Lunch will be provided for all students for the first two days of school. Students will be dismissed at 3.00pm The academy will be closed for this year group on Tuesday 8th September and they will return full-time Wednesday 9th September |
| Year 8 | Monday 7th September (1 day of Pillar induction) | Gates will open at 8.00am for an 8.25am start through the Pullman Gardens Entrance 2 and assemble on the hard court. Students will be dismissed at 3.00pm The academy will be closed for this year group on Tuesday 8th September and they will return full-time Wednesday 9th September |
| Year 9 | Monday 7th September (1 day of Pillar induction) | Gates will open at 8.00am for an 8.25am start through the Pullman Gardens Entrance 2 and assemble by the sports hall. Students will be dismissed at 3.00pm The academy will be closed for this year group on Tuesday 8th September and they will return full-time Wednesday 9th September |
| Year 10 | Tuesday 8th September (1 day of Pillar induction) | Gates will open at 8.30am for an 8.45am start through the Haywards Gardens Entrance 2 and assemble on the MUGA in Zone 1. Students will be dismissed from 3.20pm onwards |
| Year 11 | Tuesday 8th September (1 day of Pillar induction) | Gates will open at 8.30am for an 8.45am start through the Haywards Gardens Entrance 2 and assemble on the MUGA in Zone 2. Students will be dismissed from 3.20pm onwards |
| Year 12/13 | Friday 4th and Monday 7th Sept Tuesday 8th September Pillar Induction | 1 to 1 Interviews – students will be designated a slot Arrive at 8.30am and go straight to form rooms through Haywards Gardens Entrance 2 Students will be dismissed at 3.20pm |

All students will return to school and resume a normal timetable on Wednesday 9th September

Please also note the following points and initial changes to our systems, which will help you to prepare for the return to the academy

1 We will be providing a free lunch for year 7 on the first two days. **However, for the first two weeks of term, with the exception of Free School Meals, there will be no food available to purchase on site.** This means that for all other students parents must ensure that their child has a packed lunch for the day, a filled water bottle and snacks for break. (Excludes the sixth form).

2 As part of the new COVID guidelines there will be **no wet break arrangements** and students will have limited access to the building outside of lesson times, with the exception of using the toilet and eating their lunch. I strongly advise that when you are purchasing school wear, you ensure that your child has a waterproof jacket with a hood and an umbrella



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3 There are no major changes to the uniform policy. Our uniform is available to purchase on line at <https://khalsaschoolwear.co.uk/>

Uniform expectations remain high and students are expected to adhere to the policy fully which is attached with this letter. As a reminder, all students should wear proper black school shoes and all students in years 7-10 must have an APA bag. In addition to the usual set of equipment your child will also need a set of coloured pencils.

If your child wishes to wear earrings they are allowed one small pair of metal studs. (no diamante or pearls). Please note that facial piercings, extreme haircuts and shave marks in eyebrows are not allowed. Students must ensure that their hair is not bleached or dyed an unnatural colour. Please look over our uniform policy carefully as I do not want parents to spend money buying the wrong items.

4 Students in Key Stage 3 have been posted a reading project which must be completed and returned to the academy. In addition, all students in year 9 moving through to GCSEs have three option projects to complete. Year 10 into 11 have also been set reading projects for over the holidays. **All students must bring their completed projects to the Pillar induction day to be looked at by tutors. Failure to do so will result in sanctions being issued in the normal way.**

In August I will be writing to you in more detail regarding our expectations of students and the changes we are making to how the academy will operate. I will also be issuing guidance on attendance and COVID related issues such as risk assessment, hygiene controls, bubbles and social distancing. In the meantime, I hope that you and your families stay safe over the summer break.

If you have any queries staff will be available from the week beginning the 10th August. The site will be completely closed from Monday 20th July to Monday 27th July.

Best wishes



Alison Downey

Principal

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