

Executive Headteacher Mr D Gurney B.A. Hons / NPQH / NLE
Head of School Mrs S Roberts BSC. Hons / PGCE / NPQH

21st July 2021

Dear Parent/Carer,

As we come to the end of the academic year we would like to take the opportunity to thank you for all your support and engagement in helping your child be successful here at Cockburn John Charles Academy during these very challenging times. This letter is intended to inform you of some key dates and outline a few reminders about our expectations of uniform, behaviour and attendance for the next academic year.

Uniform, PE kit and equipment:

As a reminder, all students must wear full school uniform from the start of term in September. Parents/carers **can only purchase uniform via the online shop on the academy website**, following which a 'click and collect' slot between 23rd August and 3rd September will be arranged via email. The link to the online shop, alongside sizing guides can be found via our website <https://cockburnjohncharles.org/parents-carers/uniform-kit/>. We will not be able to accept any cash payments for uniform when your child returns in September so it essential your child is prepared in advance.

We politely remind parents/carers that the uniform policy is non-negotiable and school uniform should not reflect changing fashion trends i.e. skinny trousers, kicker boots, piercings or acrylic/painted nails. On the first day of term for your child, it is essential that students attend in full school uniform, with all equipment including their PE kit. A list of the uniform, PE kit and equipment requirements can be found on the academy website <https://cockburnjohncharles.org/parents-carers/uniform-kit/>.

In-school bags:

We will be introducing in-school bags from September and we will provide all students with an in-school bag free of charge. The in-school bag is necessary for Health and Safety, reducing congestion on the corridors and in classrooms. Students will not need to carry large bags around the academy, but only carry the items required for their lessons. Students will have the opportunity before school and at break/lunchtimes to get what they need for subsequent lessons.

Mobile Phones:

Mobile phones and other similar devices such as smartwatches/tablets are brought in at the owners' risk and are to be switched off, locked in the student's locker and **not to be seen** at all in the academy. If any student is using a mobile phone or similar device in the academy or it is heard or seen it will be confiscated and only returned when collected by the parent/carer.

Attendance and Punctuality:

Excellent attendance and punctuality are vital for your child to achieve and make progress at the academy. We ask parents/carers to ensure that students attend the academy on time (8:25am) and are only absent when it is absolutely necessary. Holidays are not allowed to be taken during school time as this could result in the issue of legal proceedings in line with government policy. We will regularly update you on your child's attendance and alert you when we become concerned.

The Autumn Term school day:

We will be returning to a normal school day. All students should be on site by 8:25am and can access the academy from 8:00am, breakfast will be available to buy from 8:10-8:25am. All students to finish the normal school day at 2:45pm and Unit 7 for Year 11 will finish at 3:45pm. We will have a comprehensive programme of extra-curricular activities across the week.

Lateral Flow Testing (LFT):

There is an expectation that all secondary school students should receive two on-site lateral flow tests 3-5 days apart and then continue to test twice weekly at home until the end of September, when the government will review. These tests will help staff and students to remain in the academy safely. It is not compulsory to take these tests but the Government advises that effective testing will help to stop the virus spreading. Therefore, we advise you to give consent for your child to be tested.

Please note that students who have tested positive for COVID-19 within the last 90 days from their final day of self-isolation should **not be tested** using lateral flow tests. Please note that if your child has a positive LFT in school you will be contacted and asked to book and arrange for PCR test to be carried out.

Consent for LFT testing:

Consent	Action- what you need to do
I gave my consent for testing earlier in the year and wish to continue to give consent.	No action required
I gave my consent for testing earlier in the year and now want to remove my consent for my child to be tested.	Please email info@cockburnjohncharles.org and mark the email COVID-19 Testing Consent
I did not give consent for testing earlier in the year but now give consent for my child to be tested	Please click the consent link https://forms.gle/dZ2ZVB9F74wvZmbg6
My child is starting in Year 7 and I give consent for testing.	Please click the consent link https://forms.gle/dZ2ZVB9F74wvZmbg6
My child is starting in Year 7 and I do not consent for my child to be tested	No action required

Start of Autumn Term Dates and Arrival Times:

In order to ensure we can provide on-site testing as students return, we will be operating a phased return to school. To allow us to carefully and safely carry out Lateral Flow testing as per government guidelines we will be welcoming all students into school as follows, over the course of the first week.

Specific appointment times for your child's first **on-site lateral flow test** will be sent out on Monday 6th September 2021.

Monday 6th September: Closed to students - Professional Development Day.

Tuesday 7th September:

On-site lateral flow testing. Please note that after your child has had this first test, they will go straight home.

Year 7: 8:30am - 10:30am

Year 8: 10:45am - 12:45pm

Year 9: 1:15pm - 3:15pm

Wednesday 8th September:

School will start for **Year 7** only at 8:25am, students can access the building from 8:00am

On-site lateral flow testing

Year 10: 10:15am - 12:15pm

Year 11: 1:00pm - 3:00pm

Thursday 9th September:

Normal school resumes for ALL students arriving via the normal student entrance with the following arrival times:

8:25am - Year 7

8:25am - Year 8

9:00am - Year 9

9:30am - Year 10

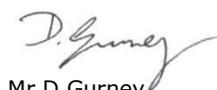
10:00am - Year 11

Friday 10th September:

All students arrive for 8:25am, students can access the building from 8:00am.

Thank you for your support. We hope that you and your families have an enjoyable and restful summer.

Yours sincerely



Mr D Gurney
Executive Headteacher



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