



Olchfa School
Gower Road
Sketty
Swansea
SA2 7AB

Headteacher: Hugh Davies

Dear Parent/Carer

I hope this letter continues to find you and your families well. The formal end of the school year is fast approaching and, in light of the fact that we have been unable to facilitate an actual transition process, I imagine many of you are eager and somewhat anxious to find out what the start of term at Olchfa in September will look like for your child. I really hope you have managed to access the transition video that Miss Rees (Learning Leader for Year 7) has put together, as this gives a good insight into life in Olchfa and also provides an introduction to some key people.

As I mentioned in my previous communication to you, I have had to resist the urge to contact you sooner, mainly as a result of the absence of definitive direction from Welsh Government as to what schools are expected to facilitate for pupils in September. Now we know that **we are expected to plan for the return of all pupils to be on site all of the time**, we can start to provide you with some details around what that will mean for our new Year 7 cohort and your children. Whilst there will be further, more specific detail to follow, I can now confirm that:

- Tuesday 1st and Wednesday 2nd of September will be Staff INSET Days (no pupils to attend school).
- **Year 7 will formally start the year on Thursday 3rd September** - they will be the **only Year Group in school** and will engage in transition activities planned to integrate and orientate them to their new surroundings and groupings. They will spend the majority of this day with their new Form Group and Form Tutor.
- Year 7 will be joined by Year 12 only on Friday 4th September. Year 7 will continue their integration and settling in process.
- All pupils will be on site, full time, to begin lessons from Monday 7th September.
- We will operate a staggered start and finish to the school day which means Year 7 will start and finish slightly earlier than the other Year Groups; **they will start the day at 8.30am and finish at 2.40 pm**. Individual Year Groups will also be given specific entrance and exit points for the school site, reducing the chances of them encountering pupils from different age groups. The entrance and exit points for Year 7 will be the Main Entrance at the front of the school.
- Pupils will not be required to wear school uniform until the end of September (Monday 28th) at the earliest. ***(Uniform and P.E. kit is available for purchase from the official school uniform suppliers who are J&S Products, 74 Tychoch Rd, Sketty, Swansea SA2 9EQ (<http://www.clothing-suppliers.co.uk/>) and Bergoni, 8, Tower Court, Swansea Enterprise Park, St. Davids Rd, Llansamlet, Swansea SA6 8RU (<https://www.bergoni.co.uk/>). Both suppliers have dedicated Olchfa School pages on their respective websites for you to order uniform from. Both suppliers will accept online payments and offer a delivery service).***

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- Lunch will be provided for all learners on site but it should be noted that lunch will only be 35 minutes long to allow for different year groups to be given staggered lunch times.
- You will have a chance to meet your child's Form Tutor (virtually) on an evening in mid-September. They will introduce themselves, their form rooms and take you through some key information that will allow you to support your child to navigate school life successfully.
- We will contact you with the name of your child's Form Tutor at some point over the next few weeks; we will not however, be publishing full form lists. Any issues or concerns that you might have will be dealt with in September. Please note, it is only in exceptional circumstances that we ever consider a form move. A lot of time and effort has gone into constituting the form lists and they are not generally an issue for debate.

You need to trust me that we are making every effort to set up the school so that it is compliant with guidance from the Welsh Assembly Government and Local Authority risk assessments. I am unapologetic about the fact that the school will have to operate much stricter protocols as far as the mixing and integration of different groups of pupils is concerned; the school will definitely feel different to a typical September start, but you have my assurance that this is being done with the health, safety and wellbeing of all staff and pupils in mind.

I genuinely hope that this letter goes some way to settling some of your anxieties and concerns, but accept that you may still have some unanswered questions. I suppose this is symptomatic of the uncertain times we live in; we are all often searching for assurances and certainties that appear to be ever out of reach. You are not alone as individuals to have concerns and we are not alone as a school in trying to navigate this ever changing landscape. To conclude I just want to reassure you of a couple of things:

Olchfa is an excellent school, academically and pastorally. The school and its staff care passionately about our young people and we are genuinely excited at the prospect of welcoming the next generation of Olchfa students through our doors in September. Please continue to keep yourselves safe

Yours sincerely



Hugh Davies
Headteacher