

Dear Parent/Carer

We are nearly at the end of the school year and wanted to make contact with you before then to make sure you have all the information you need to be ready for September. Please keep this letter safe for reference at the beginning of next term.

### **Important Arrangements for the beginning of term - Monday 7<sup>th</sup> September**

Upon arrival at school, all pupils must enter through **the front entrance of the school** where we will have our student transition leaders ready to help them get to the right place. Pupils will not need to bring PE kit for the first day of term.

### **Tutor Group**

(Name) has been allocated to (tutor group).

(Tutor group) will have (name of tutor) as their form Tutor.

### **Welcome Pack**

By now, each pupil should have received a Welcome Pack and booklets for both parents and pupils. Please double check that you have returned the data collection sheets as requested, as this helps our administration enormously.

We have also sent out booklets for both English and Maths with work to complete for September included. Additional tasks and activities have been posted on the Springwood website and we will continue to up-date this regularly. For example, there is a video from Science for you to look at and a task to go with it.

### **Uniform**

In the Welcome Pack, you will have found instructions about how to order your new school uniform. The deadline for completing orders for uniform is Friday 17<sup>th</sup> July. There will be two exchange dates should you need to resolve any issues such as incorrect sizing.

To contact the School Shop, please email [uniform@springwoodhighschool.co.uk](mailto:uniform@springwoodhighschool.co.uk)

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| Exchange days: Wednesday 5 <sup>th</sup> August (8am until 4pm) and Thursday 6 <sup>th</sup> (10am until 6pm) |
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### **Food**

Pupils can choose to bring a packed lunch or can eat food from the School Canteen. School meals for Year 7 pupils will be free for the first three days of term. There will therefore be no need to bring cash onto the school site.

Menus for the first week of school will shortly be published on the School website.

## Health and Safety Protocols

We are following current government guidance on keeping students and staff safe in schools. Actions we are taking include the introduction of one-way systems around the school to reduce the amount of contact between students. We will also be insisting on regular use of hand sanitiser, available in all classrooms, and the 'Catch it, Kill it, Bin it' strategy. Further information will be available on our school website and if you have any questions or concerns, please email [office@springwoodhighschool.co.uk](mailto:office@springwoodhighschool.co.uk)

We are really looking forward to welcoming all of our new pupils on September 7<sup>th</sup> and in the meantime hope that you all enjoy a peaceful and refreshing summer break.

Yours sincerely



Alun Bliss  
Assistant Headteacher



Jody Eveson  
Pastoral Manager