



To Parents/Carers



Everyone matters, every day counts

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Headteacher: Phillip Potter

11 December 2020

Dear Parent/ Carer,

I hope you are well and safe. It has been great to see students working hard over this week and to see some of the results from the enterprise work and great team work. It was also lovely to see so many students in bright Christmas jumpers today. There are a number of things that I need to go through with you to enable the end of term to go smoothly for all.

### Students self-isolating:

We were all really pleased to see those students who have had to self-isolate recently back in class and sliding straight back into lessons so smoothly.

### Presents:

This bit may seem a bit, Grinch like, but I want to keep everyone safe!

We really do appreciate the gifts that come in for staff as Christmas presents. Please do not feel like you need to buy anything, but if you do, we would ask that they come in by Tuesday, so we can make sure they are quarantined properly. They will have to be stored and not touched until Friday. Can I also ask that families do not drop off presents to reception otherwise this means the reception team are having to handle lots of additional things, again this increases risk for the whole community.

I have also spoken to some families who wanted to send in things for other students in class: these would need to be in by Monday for us to issue on Thursday. Again, please do not feel you should do this.

We cannot have shared food.



Oak Grove College is part of the Federation of Special Schools comprising Oak Grove College, Cornfield, Herons Dale and Palatine Schools

### **Non uniform on Thursday next week:**

Our last day of term will be a non-uniform day and students can wear festive clothes or appropriate clothes of their choice.

### **Friday 18<sup>th</sup> December:**

We have not changed our plans and this will continue to be an INSET day.

### **Christmas Lunches:**

Don't forget it is Christmas dinners next week, students will need a packed lunch on the days they are not having Christmas dinner:

Christmas dinner is for Animus and Koa students on Tuesday.

Christmas dinner is for Sixth Form students on Wednesday

Christmas dinner is for Hive, Marvel, Da Vinci and Avatar students on Thursday (Year 7s will be in the Rosie).

### **Positive test results over Christmas holidays:**

As you will have seen from the news the college will remain responsible for track and trace until up to 23<sup>rd</sup> December 2020. If a student tests positive for Covid 19 on and up to Tuesday 22<sup>nd</sup> December you must let me know by emailing me at [head@oakgrovecollege.org.uk](mailto:head@oakgrovecollege.org.uk) so I can ensure we inform anyone else who may need to know. This is later than other schools are responsible for track and trace as some of our students may need a home test.

### **Free School Meals:**

The government has allocated money to support students who have Free School Meals over the holidays and WSCC have asked us to administer the scheme. We have a more user friendly system now. Families this impacts should have had a letter asking for us to confirm the email address to send the vouchers to.

Those families will shortly be receiving a link via email from Schoolvouchers.com or may already have done so.

Clicking on the link will enable you to make your choice of supermarket and subsequently access the voucher.

Many thanks for your on going support and care in ensuring that we can provide a high quality education.

As ever if you have any worries or concerns please email me.

Yours sincerely

**Phillip**

**Phillip Potter**  
Headteacher