

# WOOTTON ACADEMY TRUST

---

Thursday June 4 2020

Dear Parents and Carers

On Friday afternoon the MAT Board has a meeting to review the Trust's risk assessment that three Senior Leaders [Mrs McMenamy, Mrs McMorn and Dr MacKay] have been working on over the last two weeks. If the board approves the initial risk assessment, we will do further work on preparing to enable Year 10 and Year 12 learners to return to school moving forward, ideally from the week beginning June 15 for "some face-to-face" contact. On your behalf and on behalf of the entire staff I want to thank the three colleagues who have spent many hours working on this document.

The entire Senior Leadership Team is working flat-out to ensure the arrangements that we make enable the return to be as safe as possible. We are seeking to adhere to government guidance in every respect. There are still a lot of questions we need to consider before we can confirm how our face-to-face contact will be structured. In terms of next steps, we will be communicating with staff, parents/carers and our learners over the next few days to provide you with as much information as possible. However, I would like to give you an overview of our current plan in respect of the week beginning June 15.

Our current plan is that all Year 10 and Year 12 learners will be invited to an individual face-to-face meeting with a member of staff during the week beginning June 15. The purpose of these individual meetings is to provide an opportunity for learners to see how the school and the college have been modified to enable us to operate safely, maintaining social distancing, to find out how each learner expects to travel to and from school/college, to answer questions and concerns our learners and you as parents/carers may have about the planned return. We also want to review the learning that each child has completed.

The guidance for secondary schools does not allow Year 9 learners face-to-face time; therefore, Year 9 will continue with distance learning, except the children of Key Workers and other children identified as vulnerable who have been accessing our provision since March 23rd.

Assuming we are able to re-open in the week beginning June 15 it is worth noting that on any day, three-quarters of learners in Year 10 and Year 12 will NOT be in school and therefore, continuing their education on a distance learning basis. Therefore, we are continuing to work hard to enhance our distance learning including developing some learning by video conference. A group of staff are spending a lot of time on this; we are working on the assumption that even in September, things may not be back to normal and video conference lessons may be necessary.

We have asked parents/carers to let us know if their children do not have access to a laptop at home or where there is only one device which lots of children are sharing. The government has allocated thirteen laptops to Wootton Upper School to loan to Year 10 learners without laptops. These have not yet arrived. Similarly, the Harpur Trust has offered some re-conditioned laptops to the school [for families who live in Bedford Borough]. The Trust is using some of its funding at Kimberley to purchase some laptops for students there without access to them. We hope we have been able to identify those families in greatest need. If you have not let us know that your child does not have access to a lap top, or other device at home, please email Mr Stewart [istewart@wootton.beds.sch.uk](mailto:istewart@wootton.beds.sch.uk) if your child is at Wootton Upper School or Mrs Genders, [ngenders@wootton.beds.sch.uk](mailto:ngenders@wootton.beds.sch.uk) if your child is at Kimberley College.

This week, the Wootton Upper School and the Kimberley College Local Governing Boards have held their first virtual meetings. The agenda included an update on the work that has gone into identifying Centre Assessed Grades, how staff are working to keep learners as safe as possible, how senior leaders are supporting staff and how distance learning is being organized and developed.

Governors were also able to report on their own scrutiny of leaders' work following "virtual visits" they had undertaken in the two weeks before half term focussing on safeguarding, SEND, support for vulnerable learners, and the curriculum.

We continue to work with the wider family of lower and middle schools in our admissions area seeking to support each other as much as possible; we recognize that many families have children in different phases of schools. Each of the schools is sharing their outline plans. There are very good reasons why schools reach different decisions. It is very clear to me that in every single school in our admissions area an enormous amount of modelling has taken place to keep everybody safe as we emerge from lockdown.

Yours sincerely

Michael Gleeson  
**Executive Principal**  
Wootton Academy Trust

Wootton Academy Trust operates:  
Wootton Upper School & Arts College  
Kimberley 16-19 STEM College  
Registered in England and Wales  
Company No. 7740758

Wootton Academy Trust  
Hall End Road, Wootton  
Bedford, MK43 9HT.  
01234 767123  
Email: [wootton@wootton.beds.sch.uk](mailto:wootton@wootton.beds.sch.uk)  
[www.woottonupper.co.uk](http://www.woottonupper.co.uk)  
[www.kimberleycollege.co.uk](http://www.kimberleycollege.co.uk)