

ARE/JWA

23 July 2020

Dear Parent / Carer / Student

New Y9 Induction Days at UTC Sheffield City Centre – Wednesday 2, Thursday 3 & Friday 4 September 2020

I am delighted to welcome you to UTC Sheffield City Centre. This letter is to outline the procedures for starting at the UTC in September 2020.

Please note the following:

- Transition Days for new Y9 students are **Wednesday 2, Thursday 3 & Friday 4 September 2020, 08.30 am start**
- Please ensure your child has the correct business wear by **Wednesday 2 September 2020**
- During the above dates, we will supply all Y9 students with a **free** 'grab-bag' lunch; as we are a cashless school so this will give us time to set up their sQuid accounts, to enable you to add funds in readiness for Monday 7 September 2020
- sQuid details for cashless catering will be allocated as soon as possible
- May I also remind you that if you think you may be eligible for Free School Meals (FSM) please apply via the Sheffield City Council website: <https://www.sheffield.gov.uk/schoolmeals> if you live **outside** of the Sheffield area you **must** apply to Sheffield City Council for Free School Meals for your child
- FSM credit is automatically added to your child's sQuid account, which they can spend via their student card. Students registered as FSM also attract additional funds to support their learning, which is important to increase future achievement
- **Please** send your child with their **own stationery**, pen, pencil, ruler, eraser, glue stick, calculator. Due to Covid-19, we cannot allow sharing of these items, so your help would be appreciated
- PE kit will **not be** required on the first day; timetabled lessons will begin on Monday 7 September 2020. PE shirts are available to purchase from the business wear provider, black tracksuit bottoms or shorts must be worn, *no leggings or Lycra crop-tops*.
- Students should attend at all times in full business dress including smart black shoes, **NO TRAINERS**. Jewellery should be limited to a single pair of stud-earrings. Students should travel to and from the UTC in their business dress and not change into it at the college (unless riding a bicycle)

Our Sponsors:



Supported by:



- School photographs will be taken on **Monday 14 September 2020** from 8.45 am, please ensure jackets are worn
- Lockers will **not** initially be available to students due to Covid-19. We will assess the situation in the first weeks back. Once available, letters will be handed out in tutor time and should be returned to reception, signed and with a £5.00 deposit, (refundable on return of the locker key)
- Enrichment lessons, which extend the day to 3.30pm for Y9 once a week will begin after the October half-term holiday
- GDPR - The General Data Protection Regulations 2016. New regulations covering data protection that became enforceable in May 2018, for further information regarding our privacy notice please go to: <https://city.utcsheffield.org.uk/policies/>

* **All of the above is subject to government guidance at the time**

The Admin Team will be here at the UTC City Centre from Monday 10 August 2020, during the summer holidays (9.00am-3.30pm) if you have any queries please do not hesitate to contact us.

I look forward to welcoming your child in the new academic year and if you have any queries please do not hesitate to contact us on 0114 2603970 or admin@utcsheffield.org.uk

Yours sincerely

A handwritten signature in black ink, appearing to read 'Alex Reynolds', with a long horizontal line extending to the right.

Alex Reynolds
Principal
UTC Sheffield