

ARE/JWA

16 July 2021

Dear Parent / Carer / Student

New Y9 Induction Days at UTC Sheffield City Centre – Thursday 2 & Friday 3 September 2021

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 2021.

Please note the following:

- Transition Days for new Y9 students are, **Thursday 2 & Friday 3 September 2021, 08.30 am start**
- Please ensure your child has the correct business wear by **Thursday 2 September 2021**
- During the above dates, we will supply all Y9 students with a **free** 'grab-bag' lunch; as we are a cashless school, this will give us time to set up their ParentPay accounts, to enable you to add funds. From Monday 6 September 2021, please send your child in with cash or a packed lunch until they have **both** an ID card and a ParentPay account
- ParentPay 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 ParentPay 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 6 September 2021. 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)
- School photographs will be taken on **Friday 10 September 2021** from 8.45 am, please ensure jackets are worn
- Lockers will be available from Monday 6 September 2021. 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 (depending on government guidance at the time)
- 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**

Covid-19 Student Testing

The government are recommending that tests are carried out prior to students returning in September 2021. If you would like your child to be part of the testing programme, then we have tests available that you can collect from UTC Sheffield, City Centre reception or you can order via this link: <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

Please test within 3 days of the start of term (Monday 30 August to Wednesday 1 September 2021). Please inform admin@utcsheffield.org.uk with your results. If you receive a positive LFD result, please do not come into school but book a PCR test as soon as possible. If the PCR is positive, then please isolate as per government guidance.

The Admin Team will be here at the UTC City Centre from Monday 2 August 2021, 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

May I take this opportunity to wish you a relaxed summer break.

Yours sincerely



Alex Reynolds
Principal
UTC Sheffield