

Dear Parent / Carer / Student,

I hope you and your family are keeping well and that the school year has ended as positively as it could have given our current circumstances. I appreciate that the end of term experience for our new Y9 students may well have been very different depending on the impact Covid-19 has had in your locality. However, I write to you in anticipation of September and the fresh start to an academic year that I hope this will bring.

Please see below some key information regarding transition to UTC OLP:

- 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.**
- Y9 students will be provided with a **free** 'grab-bag' lunch on Thursday 2 and Friday 3 September. From 6 September students will need to have money for lunch until the point at which your ParentPay accounts are set up. 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 with school uniform, please contact the school should you need support with this.
- Students are expected to arrive equipped for their day of learning. This should include, as a minimum, **a school bag along with a pen, pencil, and ruler.** For Science and Maths, students are also expected to have a scientific calculator (Casio FX) which can be purchased once students start at college. Students will be issued with a whiteboard and whiteboard pen on the first day of term which they are then expected to have with them in every lesson.

- PE kit will **not be** required on the first day. PE shirts are available to purchase from the business wear provider, black tracksuit bottoms or shorts must be worn, *no leggings, hoodies or Lycra crop-tops*.
- Students should always attend in full business dress including smart black shoes. **TRAINERS are not permitted and this includes all plain black 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). **Further details regarding the UTC's Personal Appearance and Dress Code policy can be found below**.
- School photographs will be taken on **Friday 10 September 2021** please ensure full uniform is worn.
- Lockers will be available from Monday 6 September 2021. Letters will be handed out in tutor time during Transition and should be returned to Main 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, 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/>

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 Olympic Legacy Park 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 adminolp@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 Olympic Legacy Park 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 2603940 or adminolp@utcsheffield.org.uk.

You will find attached to this letter an outline of the options your child selected.

I am excited to be able to meet you all properly in September. In the meantime, I'd like to take this opportunity to wish you a restful summer break.

Yours sincerely,



Mrs Jessica Stevenson
Principal

Links and Further Information:

School Website

- [Welcome to UTC Sheffield Olympic Legacy Park - UTC Sheffield Olympic Legacy Park](#)

School Day

- [UTC Day - UTC Sheffield Olympic Legacy Park](#)

Personal Appearance and Dress Code Policy

- [UTC-OLP-Sheffield-personal-appearance-and-dress-code-July-2019.pdf \(utcshffield.org.uk\)](#)

Approve Uniform Supplier

- [UTC Sheffield Olympic Legacy — Uniform online at Just-Schoolwear.co.uk](#)