

Dear Parent/Carer,

I hope that this email finds you safe and well. I'm writing to contact all of our new families soon to be joining Oak Academy and although we don't yet know when students will return, planning continues to prepare our transition programme.

We have already contacted all of our primary schools requesting background information to inform our planning. You have also been sent our data collection forms and I would like to thank the families that have returned these ahead of the deadline tomorrow. I do recognise, however, that daily life has changed considerably and am happy to extend this deadline for completed application paperwork to be returned by Friday 8th May. Do please contact us using the details below should you have any questions about this process.

In the meantime, I'm delighted to share how we will communicate with you over the next few weeks ahead of our planned Year 6 Transition Evening on Tuesday 23rd June. We're still planning to hold this event on the assumption that schools may be open by this point, but I must stress that it will not take place if the current situation remains unchanged.

We're all adjusting to different ways of working and I'm sure the same is true in your home with the switch to online learning as your son/daughter works through tasks set by their teachers, as well as finding time for the 30 minute Joe Wicks workout! At Oak, we're about to record a series of videos for you to see 'virtually' the academy you are joining.

As I am unable to visit your schools and meet with your son/daughter again to answer any questions they may have, I would like to record and share with you a virtual question and answer session. Please do discuss with your child anything they would like to know about Oak. This could be the timings of the day, what meals are served, extra-curricular opportunities, etc. This year we've seen an increase in our applications and are welcoming students from a greater number of primary schools than ever before, if you are entirely new to Oak, do please take this opportunity to ask whatever it is you would like to know – you most likely won't be the only person thinking it! Please email these questions to rburgas@leaf.bournemouth.sch.uk by next Friday 1st May and I look forward to recording my responses. The finished video will be shared online through our Twitter and Facebook pages.

Other colleagues will also be taking you on a virtual tour of the Academy, and we're about to interview for a brand new Head of Year 7, who will then record their own welcome

Oak Academy

Sian Thomas, BEd (Hons), CEO - AAT
Paul Holman, BSc (Hons), Director of Outcomes
Richard Burgas, BA(Hons), Principal

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message to you. Although there remains much anxiety and uncertainty in the adult world, we're looking to make the transition to Oak as exciting, stress-free and 'normal' as possible.

A timeline of our planned actions is as follows:

Date	Activity
Friday 24.04.20	Welcome email and request for questions out to Year 6 families
Friday 01.05.20	Deadline for parents to send in transition questions to rburgas@leaf.bournemouth.sch.uk
Friday 08.05.20	Deadline for all application paperwork to be completed and returned to Oak
Friday 15.05.20	Principal's Q&A video published
Friday 22.05.20	Oak Virtual Tour video published
Friday 05.06.20	Head of Year 7 Welcome video published
Friday 12.06.20	Teaching & Learning video and transition activities pack published
Tuesday 23.06.20	<i>*Proposed*</i> Year 6 Transition Evening

I have also attached our most recent newsletter to this email so that you can learn more about our community and the people in it. We use social media as a way of highlighting successes and signposting key information. You can also learn more about oak Academy by following us on Twitter https://twitter.com/Oak_Academy or looking at our Facebook page <https://www.facebook.com/OakAcademyAAT>

Our Reception remains closed and phones are not able to be answered at this time.

We are still here to support though and can be contacted in the following ways:

For general enquiries please email OakSLT@leaf.bournemouth.sch.uk

To report a safeguarding concern or to contact one of our safeguarding leads, please email SafeguardingTeam@leaf.bournemouth.sch.uk

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I am also online each day and can be contacted via email:
rburgas@leaf.bournemouth.sch.uk should you ever need to get in touch.

I look forward to sharing our transition videos over the next few weeks and working with you all in the future.

In the meantime, stay safe, be well and make the most of this glorious sunshine

Yours faithfully

Richard Burgas

Principal

Oak Academy

Part of Ambitions Academies Trust

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High **Expectations** lead to High **Achievers**

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