

**Outwood Primary Academy Kirkhamgate** Brandy Carr Road, Kirkhamgate, Wakefield, West Yorkshire, WF2 ORS Tel: +44(0)1924 907436

Web: www.kirkhamgate.outwood.com

Chief Executive Principal, Primary: Mr Lee Wilson Principal: Mrs Emma Abbott

Dear Parents & Carers,

I am writing to you with regard to our nursery class provision and wish to offer your child a place at our onsite provision.

When the academy initially closed we did not have immediate capacity to keep our nursery class open; equally, the government's position on the status of nursery classes in schools was unclear. We have now worked through both of these issues and I am pleased to inform you that our nursery will open to all children to take up their normal provision.

We will fully open our nursery from Monday I I th January.

We also understand that there will be many parents who do not wish to take up a place during the lockdown period where the wider school is closed. Please be assured that should you choose not to attend, your child's nursery place will be available throughout and at the point where the school reopens fully.

During the national lockdown, we will continue to offer remote nursery provision for those who do not wish to attend on site. This will involve periods of live interaction with the nursery class as well as many online activities. This will be managed by the academy trust.

In order for us to plan, we will be asking that you book your nursery place on a weekly basis using the link that will be sent to you every Thursday. This week, the link for booking for w/c I I th January is <u>https://forms.gle/bB7rgeYvgyXvxKrS8</u>. Please only book the sessions that your child would normally attend.

Of course, our nursery will follow national guidelines to keep the school COVID safe. Should there be a positive case within the setting then contact tracing will be undertaken and this may lead to us asking your child to isolate. In this event, your child would be unable to attend the nursery for the isolation period.

Should you have any questions, please do not hesitate to contact us. We look forward to seeing those of you who wish to take up the place next week.

Yours faithfully,

Mrs E Abbott

Principal

Outwood Grange Academies Trust is a company limited by guarantee, registered in England and Wales (No. 06995649) Registered office: Potovens Lane, Outwood, Wakefield, West Yorkshire WFI 2PF

CONFIDENTIALITY NOTICE: This letter, including any attachments, is for the sole use of the intended recipient(s) and may contain privileged information. Any unauthorised review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the Outwood Grange Academies Trust and destroy all copies of the original letter.