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Headteacher: Mr E Rodriguez MA BSc (Hons)

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Dear Year 7 Parent

We hope you have had a restful summer and look forward to welcoming your child on Friday 2nd September.

### **First Day - Friday 2 September**

Your child must be in school at **8.30 am**. Your child should come to the school and enter the hall using the gate from the school drive. Members of staff will be on hand to direct and welcome them into the building. We ask that your child walks into school. Please **do not drive** onto the school site to drop your child off. Your child will follow their timetable this day and will leave at **3.05 pm**.

Your child should be in their full Oathall school uniform, and bring their PE kit.

### **Using the canteen**

We use biometric fingerprint recognition to link your child to their canteen account. You will have already confirmed if you have given your child biometric registration consent. Year 7 students with consent will have their fingerprint scanned on Friday. There is an alternative system for those without consent.

On Friday 2 September all year 7 students will be offered a free lunch to give time to register all students. Students are also welcome to bring in a packed lunch.

### **Parent and student information portals**

You may be aware that we, along with most schools in West Sussex, have changed our information management system to a new product called Bromcom. This move involves launching a new parent and student information portal.

The new service for parents is called *My Child At School (MCAS)* and for students, *Student Portal*. There are still a few steps that we need to make before these will be accessible for you and the students. You will receive an email explaining how to obtain access once the set up is completed. At present the payment facility, accessed via MCAS is not yet open. We will update you about this as soon as the issue has been resolved and also let you know about canteen arrangements from Monday.

**The week beginning Mon 5 September**

From Mon 5 September your child will go straight to their tutor classroom each morning for 8.40am. They will then follow their timetable from this point.

**Questions**

Please email [newstarters@oathall.org](mailto:newstarters@oathall.org) if you have any questions.

We look forward to seeing you on Friday,

Yours faithfully,

Mrs F Hatchard  
Assistant Headteacher