

8<sup>th</sup> July 2020

Dear Parents, Carers and Pupils

Write-Trak is nearing the end of the term and hopes that our pupils and their families are keeping safe and well. We are all continuing to face the extraordinary challenges which are affecting all parts of society due to the pandemic. Our tutors have risen to these challenges, dealing with difficult circumstances with professionalism, resilience and remarkable dedication providing individual home learning packages for all of our pupils.

Our pupils, parents and carers have also risen to these challenges with absolutely fantastic results with most of our pupils engaging in the virtual learning packages – which has been absolutely fantastic and especially the walking talking/therapy sessions.

For our students moving on this year to new and exciting challenges for the future, we wish them all the best of luck – we will miss them all and are proud of their achievements academically, socially and emotionally. We are sad that we have not been able to celebrate their successes in tuition with them before they move on. From all of us “Well done and thank you for all your hard work during your time with Write-Trak.”

Please note that the Entry Level and GCSE examination results will be sent by post to pupils on Tuesday 20<sup>th</sup> August 2020.

Write-Trak is currently working extremely hard to prepare for our return in September 2020. We really hope to be in a position to resume tuition in a safe environment. There will of course be changes to our normal way of working. During the summer we will have stringent policies and procedures, risk assessments and COVID-19 risk plans in place for tutors and each pupil. We will be writing to parents and carers during the holiday to inform them regarding the plan for September.

However, although we plan to resume tuition in September 2020, the COVID-19 situation continues to evolve and we have to follow the government guidelines. If it is deemed unsafe for us to resume tuition in the tutors’ homes in September, we will continue to implement the individual home/tuition learning package for all our pupils. The health and well-being of everyone has to be paramount and we must help prevent the spread of the Coronavirus. We will continue to ensure that pupils are prepared and supported in the best possible way along with government guidelines.

I would like to personally thank everyone for their invaluable support during these unprecedented and challenging times.

Write-Trak will remain open during the summer holidays so if you just need to talk or speak to a member of the team please remember we are here. We can be contacted on 01474 707479 or by email [anna.turner-bee@writetrak.co.uk](mailto:anna.turner-bee@writetrak.co.uk)

Stay safe everyone and have a lovely summer break. Take Care

Anna and all the Write-Trak Team