

21st October 2021

Dear Parent/Guardian

I trust you and your family are well. I write to inform you of the arrangements we have put in place for the AQE Common Entrance Assessments in November - December 2021 and to invite your son/daughter to our familiarisation event on Thursday 4th November 2021. In keeping with PHA and Department of Health advice, we have undertaken a risk assessment and have modified our procedures accordingly.

Please find enclosed two documents: “AQE Common Entrance Assessment – Guidance for Candidates Examination Centre – Omagh Academy” and “Reducing the risk of the spread of Covid-19 during the Common Entrance Assessment”. These outline our planning for the safe conduct of the tests. Candidates will be able to experience the planning in practise at our familiarisation event. This will be an opportunity for your child to visit the classroom where he/she will sit the tests, be seated at their desk and to become familiar and at ease with the arrangements for the tests. We regret that we cannot invite parents into our building this year. In the absence of an opportunity to present to parents, we ask that you read the enclosed documentation and view our familiarisation presentation, available at the link: <https://youtu.be/SrWh3VMhEXM>. Parents requiring further clarification are invited to contact the school by telephone (028 8224 2688) or email (info@omaghacademy.omagh.ni.sch.uk).

The arrangements for the familiarisation evening are given below. Parents are asked to read the following instructions carefully with their child before attending on 4th November 2021.

Arrangements for Familiarisation Event:

- Our familiarisation event is planned for Thursday 4th November 2021 7.00 -7.30 p.m.
- Pupils will enter the school building at one of two entrances. Entrances will be colour coded. Your child will use the entrance of the same colour as the enclosed card. The footpath to the appropriate entrance will also be identified by colour cones.
- Pupils should wear Primary School uniform and bring with them their AQE candidate card, coloured pass, 2 pencils, a rubber and tissues.
- On entering our site, parents and candidates who are travelling by car are asked to make their way directly to the school car park. Pupils should walk from the car park to the appropriate entrance which will be clearly identified using coloured posters and cones. Staff and senior pupils will be on site to direct.
- Pupils will be guided to their room by a member of staff or a senior pupil.
- Regrettably we cannot invite parents into our building. Those travelling by car should remain in their own car for the duration of the familiarisation event. Parents travelling by foot should wait in the paved area between the flagpole and the underpass.
- Pupils’ exit from the building at the end of the event will be staggered. They will be escorted from the building at the end of the evening.

Please be assured that the health and safety of all and the smooth running of these AQE assessments will remain a top priority and to that end we will keep our plans under review. We

appreciate that there is contained in this circular a substantial amount of unfamiliar information. If you have a query about any aspect of our planning or wish to discuss a related matter, please do not hesitate to contact the school (028 8224 2688/ info@omaghacademy.omagh.ni.sch.uk).

I look forward to welcoming your child to Omagh Academy on 4th November 2021.

Yours faithfully

R.E.S. Maxwell (Mrs)
Principal