

July 2020

Dear Parent/Carer

**Re: School Re-Opening, September 2020**

A Science Academy

Firstly, I hope that this letter finds you and your family safe and well. As we draw to the end of this academic year, I would like to thank you all for your support in what has proved a challenging period of time for all. I am sure that you will be aware that the school has recently received government guidance for the full re-opening of the site for education provision on **Thursday 3<sup>rd</sup> September 2020** and I therefore write to outline our plans.

The school acknowledges the undoubted anxiety which some parents, pupils and staff may be feeling about a return to school and have thus based our full reopening plans on government guidance, prioritising pupil and staff safety at all times. Detailed risk assessments are in place which adhere to all government guidance and which include measures such as: increased cleaning of the school, increased handwashing/sanitisation and reducing mixing and contact between different year groups.

Whilst we all very much look forward to seeing pupils and welcoming them all back in September 2020, it is paramount that the school implements measures to address the government's overarching Systems of Control, and in the interests of safety for all, ensures that all pupils adhere to them. Therefore, the school seeks your support in discussing with your child the importance of the measures detailed in this letter, and I urge you to share the contents of it with your child so that they are fully aware of arrangements for the new school year.

Whilst this letter outlines the school's plans for September 2020 in terms of reducing mixing and contact between different year groups, during the summer holiday and prior to the start of term, further information, including videos, will be posted on the school's website and Facebook page, with the aim of further briefing pupils and parents regarding arrangements.

As per the government's guidance, the school will work on the basis of a 'year group bubble' in order to minimise contact between year groups. Therefore, please see below for details relating to your child's designated areas in the school.

Year group	Dry start of day/ Break time/ Lunchtime area	Wet start of day/ Break time/ Lunchtime area	Dining room	Lunch queue point	Designated toilet (break and lunch only)	Mobile Phone collection point
Year 7	Astro-Turf and area in front (near bag racks)	East Hall	East Hall	Outside East Hall Annexe	East block	Front of school/Reception door entrance
Year 8	Large Tennis courts	Gym	East Hall	Outside East Hall Annexe	East block (Wet break/lunch: PE block toilets)	East Hall Annexe entrance
Year 9	Front of school between South block and Astro-turf	North block (Science)	West Hall	Outside West Hall locker entrance closest to PE block	South block (Wet break/lunch: North block toilets)	Front of school/Reception door entrance
Year 10	West Hall Annexe playground	West Hall Annexe	West Hall Annexe	West Hall Annexe playground	West block	East Hall Annexe entrance
Year 11	Compass point in between the West and East blocks and the picnic benches	West Hall	West Hall	West Hall Corridor (DT1 classroom end)	South block (Wet break/lunch: Can also use West block toilets)	East Hall Annexe entrance



The school gates will open between 8.15-8.20am each morning and pupils should go immediately to their designated area (indicated above) and remain there until the registration bell, when they will be directed in a staggered way to their tutor group by members of the Senior Leadership team and staff on duty. The same designated area will also be used at break time and lunchtime and pupils are **only permitted** to be in this area of the school site during these breaks. Please note that the smaller entrance gate to the school situated on Low Road will be closed until further notice.

As the school normally operates Key Stage 3 and 4 mixed tutor groups, in the short-term the school will reconfigure all tutor groups to consist of one-year group only. Pupils will be informed of their new tutor group on the first day of the new academic year.

It is essential that pupils remember to bring **their own equipment** to school, rather than rely on borrowing this from their teachers. As per the school's usual expectations, a reminder of this equipment is detailed below. In addition, each pupil is also now required to include a dry-wipe marker pen in their basic equipment. The school also requests that all pupils bring their own hand gel/sanitiser for personal use and when directed, to supplement and support the school's hand-washing facilities.

**Essential equipment list for all pupils:** black pen(s), green pen, purple pen, pencils, pencil sharpener, ruler (preferably 30cm), rubber, Scientific calculator (preferably the Casio suggested in the Pupil Handbook), dry wipe marker, small bottle of hand gel. Optional equipment includes: blue pen, highlighters, pencil crayons, drawing compass, protractor.

A stringent one-way system in all teaching blocks will also be in place with clearly demarcated entrances and exits. Pupils must follow this system in order to minimise contact with other year groups. The information videos referenced at the start of this letter will show the entrances and exits that must be used by all pupils, and the one-way system will be marked by arrows in corridors. It is also expected that pupils will keep equipment and bags with them at all times, as there will be no access to lockers whilst these stringent measures must be in place.

To further minimise contact between pupils in different year groups, the end of the school day will also slightly differ for pupils: Pupils in Key Stage 3 (Years 7 and 8) will finish at 3.10pm and pupils in Key Stage 4 (Years 9, 10 and 11) will finish at 3.15pm. If your child brings their mobile phone to school, this will be collected from the designated area in a morning, and at the end of the day, your child should go to their mobile phone designated collection point indicated above.

From September, as pupils will now have a single designated dining area, the school is working with our external catering supplier to increase school meal provision in all areas. This will result in all pupils being able to access both hot and cold meal provision. Please note however, that hot food choices in the East Hall and West Hall annexe areas may be restricted due to the limited servery facilities. Therefore, pupils in these designated areas may wish to bring a packed lunch as an alternative. Pupils in receipt of Free School Meals will still receive the usual wide range of food choices.

In relation to the purchase of school meals, the school strongly advises that you use ParentPay to 'top-up' your child's lunch money account, as 'top-up' revalve machines are only situated in two areas of the school, and due to designated pupil areas being in place, not all pupils will have access to these.

As per the guidance and our usual ethos and approach, the school is committed to continuing to offer a broad and balanced curriculum, including a full suite of subjects for all pupils. Heads of Faculty are currently in the process of planning for our curriculum recovery in September 2020 in order to cover key topics and knowledge which need to be addressed as a result of the period of school closure.

The school continues to liaise with our transport companies who will undertake measures to adhere to government guidance **on designated school transport**. Please note however that government guidance states that 'pupils should be encouraged to walk or cycle [to school] where possible', and any use of transport 'is minimised'. Therefore, the



school strongly encourages pupils to either walk or cycle to school or be transported by car by a family member. However, where this is not possible, the school transport service will be able to support the school.

In terms of **public transport use** and despite our support in the past, due to staffing levels available at the end of the school day, staff will no longer be able to supervise the **public transport** bus stop outside of school. If your child intends to travel on public transport, they must ensure that guidance for travel on public transport is strictly adhered to.

Please note that the expectations outlined in this letter will be shared in detail with all pupils on the first day of the Autumn term, and a separate and additional letter will follow with regard to timings and arrangements for this day.

Furthermore, it is imperative that pupils understand that expectations detailed will also form part of the school's updated behaviour expectations and policy. Whilst the school is confident that with the support of parents/carers, pupils will adhere to all new expectations, any breach of these will be sanctioned with the appropriate consequence. Pupils will also be expected to comply with our high-standards of uniform, and uniform supplies can now be fully obtained in the usual way. If any parents/carers are facing financial difficulty with regard to the purchase of uniform, please contact the school as soon as possible, and well before the start of the new academic year, to discuss what support the school may be able to provide.

On behalf of all of 'Team Healing, thank you once again to you and your child for your continued support during the period of school closure. We look forward to welcoming back pupils in September at start to the new academic year.

Your sincerely

Mrs M. Dewland  
Principal