

13 July 2020

Dear Parent/Carer

We were all delighted when the government announced that all students would be returning to school in September; since then we have been planning and preparing the measures we will need to put in place to make the return safe and controlled. In following the guidance, we have already moved to Mentor Groups so that students will stay within their Year groups but there are other changes to the school day and how we operate. This link maybe useful in giving an outline of the guidance that has been provided:

<https://www.gov.uk/government/news/schools-and-colleges-to-reopen-in-full-in-september>

Monday 7 and Tuesday 8 September will be staff INSET days, with our new Year 7 students starting on Wednesday 9 September. Year 12s will register from 12-4pm on that day too. Years 8-11 will return on Thursday 10 September. One of the key directives in the guidance is keeping students in Year group “bubbles” and ensuring these are as separate as possible. We have allocated an area or block for each Year group and this is where they will have the majority of their lessons.

Year	Y7	Y8	Y9	Y10	Y11	P16
Block	Arts Centre	U Block Down	S Block	L Block	U Block Up	BT Block

We have made some changes to the school day which will enable us to keep students in different year groups, away from each other. We ask that students do not come on to the school site before 8am - this is when the gates will be open to students. Please check with local transport providers to see what service they will be offering in September. To follow the guidance, students should wear face coverings on public transport, but these must be removed when they enter the school site and they should not be worn around school. If they are disposable, they should be put in the bin provided.

When students arrive, after 8am, they will go straight to their Mentor Group room; there will be no breakfast served in the restaurant before school. We will continue our preparations for September and will let students know their Mentor Group and room, via email on 7 or 8 September.

Session	Time
HMG	8:25 - 8:45
Period 1	8:45 - 9:45
Period 2	9:45 - 11:00 with a 15 minute break for each Year group <ul style="list-style-type: none"><li>Year 7 - 10:15 - 10:30 Zone 1</li><li>Year 8 - 9:45 - 10:00 Zone 1</li><li>Year 9 - 10:00 - 10:15 Zone 2</li><li>Year 10 - 9:45 - 10:00 Zone 2</li><li>Year 11 - 10:45 - 11:00 Zone 1</li><li>Post 16 - 10:45 - 11:00 Zone 2</li></ul> (The areas will be cleaned between each break time)
Period 3	11:00 - 12:00

Period 4 + Lunch	12:00 - 1:30 <ul style="list-style-type: none"> <li>• Year 7 - 12:30 - 1:00           Zone 1</li> <li>• Year 8 - 12:00 - 12:30           Zone 1</li> <li>• Year 9 - 1:00 - 1:30               Zone 2</li> <li>• Year 10 - 12:00 - 12:30          Zone 2</li> <li>• Year 11 - 1:00 - 1:30              Zone 1</li> <li>• Post 16 - 12:30 - 1:00           Zone 2</li> </ul>
Period 5	1:30 - 2:30

Zone 1 - Restaurant and Academy Hall

Zone 2 - Post 16 Restaurant and Conference Theatre

It is important that all students have access to an iPay account for September as there will be no facilities to use cash at the academy, including using the reval machines in the restaurant. Further information will be issued in August 2020 which will include information on how to register online with iPay. Please note that any balances on your child's catering account will be transferred across to the new system on 1 September 2020. Please ensure that no further payments are made through your online Tucasi account after 17 July 2020.

So students can leave the school site in a safe way and maintain their Year group "bubbles" there will be staggered departure times at the end of the school day.

- L Block - 2:20 (Year 10)
- Upstairs U Block 2:23 (Year 11)
- S Block - 2:25 (Year 9)
- Downstairs U Block - 2:30 (Year 8)
- Arts Centre - 2:30 (Year 7)

At the end of the school day, in order to follow the guidance and to prevent large gatherings, it is important that students leave the site and start making their way home immediately.

### **What can students do to help keep everyone safe?**

- It is important to note that the expectations of behaviour have not changed and now, more than ever, students will need to behave in a safe, responsible and respectful way.
- Students should wear full uniform, including school shoes and there should be no jewellery or piercings. There should be no false nails or eyelashes and any other makeup must be discreet.
- Wash or sanitise hands frequently. As a minimum, this should be as they come into school, at break, before and after lunch and as they leave the school.
- If they have arrived on public transport, students must remove any face masks and put them in a plastic bag. If they are disposable, they must put them in a bin provided and wash their hands immediately.
- Make sure they go to their lessons, with their Year group "bubble" in their block.
- Follow the social distancing guidelines, making sure they face forward in lessons and whilst eating at break and lunch.
- Become independent learners - students will need to take responsibility for their equipment and books, during the day. This means having their own equipment, they can't borrow it from others. Students will be given exercise books but they will need to carry their books with them throughout the day and take them home. They can't be left in the classroom.

We know that students have missed school, working with other students and learning from their teachers. From September, students should return to school and have full attendance, unless they are shielding because of extreme, clinical vulnerability or self isolating due to a confirmed, positive case of Covid 19 or another health related issue. We can't wait to have the students back with us again and we know their determination and resilience will help them adapt to any changes to their normal school routine. There will be gaps in their knowledge and we all have to work hard together to fill those gaps and move forward. Those students who are returning to school in September in Year 10 won't sit any exams at the end of that academic year, but will continue their study into Year 11. Similarly, students returning in Year 8 won't choose their guided pathway options this year, as we have done in the past. They will continue to study all their subjects until the end of Year 9 and choose their guided pathway subjects for study in Year 10 and 11. These decisions have been made with the best interests of the students in mind and we are confident that it will give all students the time they need to achieve and succeed in the future.

Over the past few months, we have seen the strength of our community in the way it has pulled together and worked together in its response to Covid 19. We will need that same compassion and commitment as we welcome our students back in September and I hope you are all able to have a restful summer to be ready for the challenges ahead.

Yours faithfully

A handwritten signature in black ink, appearing to read 'B. Kelly', with a stylized flourish at the end.

Brian Kelly  
Principal