

Dear Parents and Carers,

September full re-opening of school

- Years 7 and 12 will start back on Friday 4th September
- Years 8, 9, 10, 11 and 13 will start back on Monday 7th September

I hope you and your families are safe and well and managed to have some sort of summer break.

I last wrote to parents at the end of term outlining the plans for September, what I would like to do now is to start to get the detail in place for a safe return for all students.

Much as I can see the value in online learning, we are very keen to get students back into interactive, engaging lessons, as I know they may have missed a lot of learning. However, I'm also conscious that for staff and students, it must be a safe environment. We are currently working to the DFE guidance, but rest assured that if that guidance changes, we will respond accordingly. We very much hope that the changes we are putting in place will only be temporary.

For September, the changes we have made, to ensure safety for all, are outlined below;

- We will keep Year groups apart – in bubbles - as much as possible and minimise movement around the site
- Ensure regular hand sanitising and good hygiene
- There will be no “breakfast” provision.
- We will have a “staggered” start, with varied entrances for all students from 8.15 with an extended registration.
- We will end the day with a registration period to allow for a “staggered” finish.
- There will be no use of the Morrisons’ entrance.

Year 7 – *Mr Lock will be in touch with details of their first day on Fri 4th September.*

- They will need to arrive between 8.15 to 8.30am, through the “Sports Hall” car park to be lined up in the Sports centre/astro.
- Once lined up, their Form Tutors will lead them to their “home base” on the Maths corridor.
- All their lessons will take place in that corridor and they will be kept separate from other year groups.
- Mr Lock, their Head of Year, will also be based on this corridor.

- They will only use the toilets in this area.

They will be dismissed at 2.20. Form tutors will “walk” students out by the “Sports Hall” exit.

Year 8

- They will need to arrive between 8.15 to 8.30am, through the Croxley View entrance, to be lined up on the tennis courts at the back of school.
- Once lined up, their Form Tutors will lead them to their “home base” on the MFL corridor.
- All their lessons will take place in that corridor and they will be kept separate from other year groups.
- Mr Andrew, their Head of Year, will also be based on this corridor.
- They will only use the toilets in this area.

They will be dismissed at 2.20. Form tutors will “walk” students out by the Croxley view exit.

Year 9

- They will need to arrive between 8.45am to 9.00am, through the Croxley view entrance, to be lined up on the tennis courts at the back of school.
- Once lined up, their Form Tutors will lead them to their “home base” on the first floor “B Block.”
- All their lessons will take place in that corridor and they will be kept separate from other year groups.
- Ms Symonds, their Head of Year, will also be based on this corridor.
- They will only use the toilets in this area.

They will be dismissed at 2.40. Form tutors will “walk” students out via the Croxley View exit.

Year 10

- They will need to arrive between 8.45am to 9.00am, through the Sports Hall entrance.
- Once lined up, their form Tutors will lead them to their “home base” on the English corridor.
- All their lessons will take place in that corridor and they will be kept separate from other year groups.
- Ms Keating, their Head of Year, will also be based on this corridor.
- They will only use the toilets in this area.

They will be dismissed at 2.40. Form tutors will “walk” students out via the Sports Hall exit.

Year 11

- They will need to arrive between 8.45am to 9.00am, through the side entrance to the hall.
- Once lined up, their form Tutors will lead them to their “home base” on Upper & Lower ground “B Block” area.
- All their lessons will take place in that area, except some practical options, and they will be kept separate from other year groups.
- Mr Meale, their Head of Year, will also be based in this area.

- They will only use the toilets in this area.

They will be dismissed at 2.35. Form tutors will “walk” students out via the hall and the Croxley View exit.

Sixth form

- They will only come in for their lessons.
- They will need to ensure that they have arrived 5 minutes before their lesson and they will have to have exited within 5 minutes of their lesson ending.
- Sixth form students must enter through the Croxley view entrance, using their passes to open the gate. They will then need to come down the service entrance into the playground and through the canteen where they will go to their classroom.

Ms Porter will be in touch with greater detail about the “first day” for Year 12 on Friday 4th September.

Where there are siblings, we suggest that they arrive at the early time and then the older sibling waits at the entrance to school, which will be manned by senior staff.

Punctuality is key, as students will be lined up, as separate year groups and escorted to their “home room” by their form tutor. We must ensure the students are kept apart. Access to the site will be very limited. Late students will have to sit in the main school hall, socially distanced, until a member of staff is available to “walk” them to their class.

Students will be based in their “home rooms” or their corridor for all their lessons. Teachers will come to them. This will reduce movement and risk and keep year groups in a “bubble.”. Staff and students will not currently be expected to wear face masks, however they are welcome to, if that makes them feel more secure. **Face masks would need to be plain, not patterned or designed.**

Lunch will be eaten in the “home rooms” and will either be, sandwiches, ordered from a limited range from the canteen, or their own packed lunch. Ordering from the canteen will take place in registration time.

If bringing packed lunches, please be reminded that “fizzy” drinks are not allowed in the Academy and will be confiscated. Students should bring water in a clear bottle.

Students will have an outdoor, recreation period (and a break time) where year groups will remain separate. For these sessions, **PE kit will not yet be required**, only trainers. On poor weather days, it is vital that they have waterproofs, outdoor coats and umbrellas, as there won't be the spaces inside for them.

We intend to cover all subjects however; lesson times will be reduced slightly, and some lessons will not be able to take place in specialist rooms.

As parents and carers, we will really need your support. For this to work, safely, we need students in school and fully ready and equipped for learning. It is vital that you speak to your child about safe routines, good hygiene and that you help them get organised for school each evening. We will expect all students to be dressed in full school uniform, unfortunately, **we will not be able to provide/loan any uniform** during this period. Students not in full school uniform, will unfortunately be sent home. We also won't be able to loan equipment, so students must come prepared with;

- Pencil case

- Pens/pencils
- Rubber
- Sharpener
- Ruler
- calculator
- Hand sanitiser
- Reading book

Whilst all students are expected to return to school, if students have any Covid-19 symptoms or are genuinely **not feeling well – then please do not send them into school**. If the symptoms are Covid-19 related, then please, self-isolate and get a test as soon as possible and let our attendance team know the outcome. Please see the link to the NHS testing website [NHS testing site](#)

Where students feel unwell during the school day, we will have first aid, managed by staff wearing full PPE, however, we do not expect anyone to come into school if they do not feel well.

All staff and visitors will have their temperatures taken on the way into school and if it is high, they will not be permitted to enter. They will also be directed to arrange a test.

Regarding homework, we are trying to reduce what students bring in and out of school. We intend homework to be nightly revision for “low stakes tests” at the start of each lesson. Performance in the test can be tracked and poor performance will result in extra revision/detention time.

There will inevitably have to be some changes to our management of students and our behaviour policy. Certain behaviours, if they put staff or student safety at risk, will have to be treated at a more serious level than in “normal” times. Mr Smith has updated the “home/school” agreement. Please open the link below to complete it – **this needs to be completed for all students before the return to school**. [Home School Agreement](#)

Any detentions will be in single year groups. Any “isolation” will be in single year groups.

We intend this model to continue until October half-term, then depending on government guidance, we may or may not revert to more “normal schooling” arrangements.

For much of April and May, we only had half a dozen students in the school, which isn’t right. We are really looking forward to having our young people back in the building, safely.

Best wishes and thank you for your support and assistance

Tim Body
Headteacher