

August 2020

Dear Parent / Carer

I hope you have been continuing to enjoy the final weeks of the summer safely before children return to school for the Autumn Term next week. This letter is our final update and guidance prior to the new term starting, we are confident that this along with the previous letters and guidance that have been sent contain all the information you need to feel reassured about your child/s return to the academy.

We are looking forward to welcoming back our students safely and positively next week, the safety and wellbeing of our students and staff remains at the heart of everything we do.

First week of term information

As you are aware we are using a staggered approach to the start of term to ensure that all students have a clear understanding of the guidance, systems and structures in place, this will allow a safe return for everyone. The details of the staggered start are below so you can be sure of which Year group starts on which day:

Autumn Term – first week staggered start	
01.09.20 (Tuesday)	INSET day (staff only)
02.09.20 (Wednesday)	Year 7, 11 and 12
03.09.20 (Thursday)	Year 8 and 13
04.09.20 (Friday)	Year 9 and 10

NB: once students come in for their first day they then remain in for the rest of the week

Students may arrive on site from 8.00am in the morning, once on site they should go to their assigned toilet facilities to wash their hands and then go to their tutor room. Further details of the entrances, exits and routes that students should take are detailed in the full guidance attached to this letter. Staff will be on hand every morning to support students with this to ensure they all get to where they need to be safely.

During the first week of term students will remain with their tutors for lessons 1 and 2, this is so we can go through all the key information with them, reassure them and make sure we have a positive and safe start to the term.

The academy day ends at 3.35pm and students will need to leave site promptly at this time, the only exception to this is if they are waiting for a late bus. Any students waiting for a late bus will need to go through main reception and report to the foyer where staff will show them where they are able to wait until their bus arrives.

Face coverings update

Over the past few days there has been much discussion and guidance released about the wearing of face coverings in school settings by the government and the media. If you have not had chance to see this latest update the links to the information from the Government are below:

- https://www.gov.uk/government/news/update-on-face-coverings-in-schools?utm_source=7e1c306e-4292-4b69-8a12-16d4458e30de&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily
- https://www.gov.uk/government/publications/face-coverings-in-education?utm_source=53671f11-6c05-454a-845e-8e2a4463752b&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

We have been following this guidance carefully with our Trust during the past few days. Based on the guidance released our guidance will remain the same as we are not currently in a local lockdown situation. If a student wishes to wear a face covering on academy site or to move around the academy they can do.

Guidance that students wearing a face covering will need to follow is below:

- Hand hygiene and correct procedures around wearing and putting on/removing a face covering must be adhered to
- Face coverings worn on academy site must either be a surgical face mask or sensible cloth face mask – no offensive text or images will be allowed
- Students will need to provide their own face masks if they wish to wear one

During the academy day Year 7, 8 and 9 will have minimal movement around the site as they are being taught all their lessons in their tutor room with the exception of PE and performing arts. Year 10, 11, 12 and 13 will move around the site to access their lessons however we have tried to minimise the movement as much as possible.

Transport

In our previous letter to you we detailed the updates that there had been with regards to transport to and from schools. Since this letter there has been further advice from the Local Authority and Government to strongly recommend children not travelling on any public transport to or from school. In line with the guidance as an academy we would advise for all students to use alternative transport if possible e.g. walking, biking, car. We realise in some cases it may not be possible and students may need to travel on dedicated school transport or public transport. Students travelling by this mode must ensure they wear a face covering whilst on the journey, this must be disposed of or placed in a sealed plastic bag when they arrive at the academy. The latest guidance from the local authority can be found on the link below:

- <https://www.lincolnshire.gov.uk/school-college-transport/covid-19-information-school-transport/1>

Please be aware that we have no school transport on Wednesday 2nd September, this service will resume on Thursday 4th September.

Catering

As you are be aware from our last correspondence we have been able to create a pre order service which will allow parents to order canteen lunches in advance during the term, this has all been arranged with our providers Caterlink. The service is a 'Grab and Go' service as the food will be delivered to students in their dedicated areas in individual bags. Please see the poster that has been shared on WeDuc for further information.

Tutor groups

This week students will receive an email to their school email account which will detail their tutor group and tutor room. It is important that students check their email accounts so they have this information when they arrive at the academy next week. Year 7 students will have this information sent to their parents email address. Staff will be on hand to help guide students to their tutor rooms using the correct entrances and routes for their bubble.

If your child has any issues with accessing their email account please contact us and we will endeavour to sort this as quickly as possible.

Equipment

Due to the guidance from the Government and to ensure we are taking every measure possible to stop the spread of infection we will not be able to lend equipment to students. It is therefore really important that students come to school each day with all of the equipment they need, a list is below for your information:

- Pen (blue/black)
- Pencil
- Ruler (30 cm)
- Rubber
- Pencil sharpener
- Coloured pencil crayons/felt tips
- Highlighters
- Scissors
- Glue stick
- Protractor
- Compass
- Scientific calculator
- Reading book

We will have equipment packs that will be handed out to those students that are unable to bring in the above from home, these will be issued in the first week by Heads of House/Year leaders.

In addition to the information outlined above, we have also attached the full Autumn Term opening guidance that has been shared previously and a new 'frequently asked questions' document which we hope you find helpful.

I look forward to welcoming your children safely back onto site in the next week, it will be wonderful to have the Walton community safely together again. I wish you all an enjoyable, restful and safe bank holiday weekend with your families.

Yours sincerely



Mrs Jess Leonard
Principal

Walton Academy Autumn Term 2020 Guidance for Parents and Students

Our plans for re-opening require that we make some adjustments to how we usually organise our academy day and how we begin the start of the academic year. The following is an overview of what that will mean for your child(ren):

Start of the Autumn Term:

To allow us to settle all students back into the academy at the start of the academic year we will be having a staggered start to the term so we can gradually build up the numbers on site. Once a Year group returns they will then remain in for the rest of week.

Autumn Term – first week staggered start	
01.09.20 (Tuesday)	INSET day (staff only)
02.09.20 (Wednesday)	Year 7, 11 and 12
03.09.20 (Thursday)	Year 8 and 13
04.09.20 (Friday)	Year 9 and 10

Please be aware that buses (school transport) will not be in operation until Thursday 3rd September, so alternative arrangements will need to be made for Wednesday 2nd September.

During the first week of term all students will spend tutor time and lesson 1 and 2 with their tutors so we can welcome them back and go through all expectations, guidance, systems and structures with them.

Academy day/timetable:

To ensure we follow the guidance, reduce the movement around the site, keep bubbles separate and support our students we have made some changes to the academy day which can be seen in the timetable below.

Academy day	Timings
Tutor time	8.45 – 9.10
Movement time (KS4/KS5)	9.10 – KS4 move 9.13 – KS5 move
Period 1	9.15 – 10.05
Movement time (KS4/KS5)	10.05 – KS4 move 10.08 – KS5 move
Period 2	10.10 – 11.00 (KS3 released for break from 10.55)
Break time	11.00 – 11.15

Period 3	11.15 – 12.05
Movement time (KS4/KS5)	12.05 – KS4 move 12.08 – KS5 move
Period 4	12.10 – 13.00 (KS3 released for lunch from 12.55)
Lunch	13.00 – 13.45
Period 5	13.50 – 14.40
Movement time (KS4/KS5)	14.40 – KS4 move 14.43 – KS5 move
Period 6	14.45 – 15.35 (slow stagger to release students)

Tutor groups:

To allow us to be able to follow the guidance and deliver wrap around support and care for our students we will be moving to a horizontal tutoring system during this period. This will mean that there is changes for Year 7, 8, 9 and 10 with regards to their tutor group. All students will be contacted via their academy email over the summer to inform them of their tutor, tutor group and tutor room. Students will still be attached to a House, this will not change for our existing students.

To ensure we continue to deliver high standards of pastoral support and care our Heads of House during this time will be leading a year group as below:

- Year 7 = Miss Beswick
- Year 8 = Mrs Gleave
- Year 9 = Mr Williams
- Year 10 = Miss Morton
- Year 11 = Mrs Wright
- Post 16 = Mrs McKeown

Student zones and bubbles:

To reduce the contact of students and in line with guidance during the academy day students will operate in the following bubbles and zones for lessons and during unstructured time.

- Year 7 = Tower block English landing, T4, C5/field and dining hall
- Year 8 = maths blocks, lower tennis courts
- Year 9 = MFL, S5, S6, upper tennis courts
- Year 10 and 11 = quad and gym
- Year 12 and 13 = common room/cabin area

Key stage 4 and 5 will move around to their lessons as per their timetable which they will receive along with all other Year groups on their first day back.

Each bubble will have their own toilets which they will use throughout the academy day as below:

- Year 7 = main corridor toilets, toilets outside T4
- Year 8 = temporary toilet block 1 (outside Post 16)
- Year 9 = temporary toilet block 2 (outside Post 16)
- Year 10 and 11 = new block toilets

- Year 12 and 13 = Post 16 toilets

Start and end of day procedures:

To alleviate the traffic when students arrive and depart the academy students will have different routes and entrances. The site will be open for students to access from 8.00 am, at the end of the day students will need to leave site promptly unless they are waiting for a contracted bus.

As soon as students enter the site in the morning they will need to go straight to their tutor room as below:

- Year 7 = enter through the pedestrian gate, follow the path round to the side entrance to the tower block
- Year 8 = enter through the top entrance to site near S5/S6 and head straight down to the two maths blocks
- Year 9 = enter through the top entrance to site near S5/S6 and head straight to MFL block/S5/S6
- Year 10 = enter through the pedestrian gate and follow the path round, up the slope to the tower block door to the back staircase to floor 1 and 2
- Year 11 = enter through the pedestrian gate and follow the path round up the slope to the science blocks
- Post 16 = enter through the pedestrian gate and go round the side of the carpark, past the dance studio/PE to Post 16 centre

During the first few weeks of term there will be staff out on duty from 8.00 am to direct students to where they need to go; students do not need to worry as we will support them in getting to the right places via the correct route for their year group.

At the end of the day students will be led down to leave the academy site by their class teacher; this will be on a slow release stagger so that bubbles are kept apart as much as possible.

Unless students have an invite to their year group Homework Club or are waiting for a late bus they do need to leave site at 15.35.

Student lockers:

Students will not have access to their lockers during this time; this is to ensure that we follow the guidance of keeping students in bubbles and avoiding contact as much as possible. Through previous correspondence students have the opportunity to come and clear their lockers from academy site over the summer on the following dates:

- Wednesday 12th August 9.30am – 12.30pm
- Wednesday 19th August 9.30am – 12.30pm

Year 11 and 13 students will also be able to access and clear their lockers on results day.

We recommend that all students come and clear their lockers as they will not be able to access them in the new term, if you wish to book a time slot for one of the dates above please use the link below.

<https://www.eventbrite.co.uk/e/walton-lockers-tickets-111812209328>

Behaviour expectations:

Our behaviour expectations 'ready, respectful, responsible' will be in place as normal and students will be reminded of these during tutor time and assemblies in the first week of term. As well as our usual expectations students must also follow the COVID19 expectations to ensure we are meeting the guidance and keeping everyone as safe as possible:

- Washing and sanitising hands at regular points during the school day including on arrival and when entering each classroom space
- Maintaining a social distance of two metres between themselves and staff
- Remaining in their seat during lessons
- Using only their equipment

Students will be allowed mobile phones on site, however, as soon as they enter site these need to be switched off and out of sight until 15.35.

If students fail to meet academy expectations this will be dealt with in line with the academy behaviour policy.

Uniform:

All students will be required to return in September in full school uniform following our normal uniform expectations. A reminder of the uniform expectations is below:

- Blazers should be worn to and from the academy, at all times when moving around the academy
- Skirts should be worn properly and not rolled at the waist
- Trousers should be navy blue and tailored
- If a collared shirt is being worn students need to ensure they are wearing a Walton striped tie
- Shirts should be tucked in at all times
- Students can choose to wear a Walton Jumper if they wish to
- Shoes should be black, formal shoes, no pumps, trainers or heels
- Socks should be plain navy blue or black
- Tights should be plain navy blue, black or tan colour

Jewellery, make-up and hair:

- One pair of plain stud or hoop earrings can be worn in the lower ear lobe
- A wrist watch can be worn, no other jewellery should be worn
- No make up
- Coloured nail varnish or false nails should not be worn
- Hair should be of a natural style and colour

PE and performing arts lessons:

We are able to ensure that all students can do practical lessons in PE and Performing Arts. In order for this to be possible, students will need to come into the academy in their PE/PA kit on the days that they have these lessons. This is to prevent the amount of time in close contact with other students in our changing areas. At the end of the lesson students will be able to get changed as we will stagger the use of the changing rooms. Students' academy uniform needs to be in a separate bag to their school bag, as this will be dropped off in the changing rooms at the start of the

practical lesson, whilst school bags will remain in their classrooms. Students need to ensure that they are wearing academy PE kit only, and a reminder of this is below:

- Navy skort (girls only)
- Plain navy shorts
- Green and white Walton sports shirt
- Plain black sports leggings/under layer
- Plain navy tracksuit bottoms
- Long navy socks
- Sports trainers
- Football boots
- Black jazz or ballet shoes
- Shin pads

Students are also advised to have a gum shield for hockey.

As this list states, students will need football boots and trainers for PE - this is to allow us to conduct PE lessons on both the field and the tennis courts, in our large open outdoor areas. Lessons will still be going ahead when the weather is poor which is why football boots are vital in ensuring the safety of our students.

Plain black leather ballet shoes or jazz shoes are shown in the uniform list as optional. However, at this current time we do advise that all students have these for their Performing Arts lessons, so that students do not need to be have bare feet in the dance studio.

Older students in the academy may have other items which are not stated on the list above such as red/black leotards, black performing arts leggings and shorts, as well as items such as Cambridge Nationals hoodies. Students are still able to wear these items for their lessons, as they are in line with our kit expectations for those year groups.

As always, please ensure that all kit is labelled clearly with your child's name to ensure it can be returned to them should it be misplaced.

Equipment:

Students will need to bring their own equipment into the academy to use each day, students must not share their equipment with any other students or ask to borrow equipment from a friend this is to prevent spreading of infection. As an academy we will not be able to hand out equipment to students as we usually do so it is important that students have with them all the items on the list below:

- Black/blue writing pens
- Red pens
- Pencils
- 30cm ruler
- Rubber
- Scissors
- Glue stick
- Colouring pencils
- Felt tips/highlighters
- Protractor

- Compass
- Scientific calculator

It is an expectation that students will bring this equipment with them each day so they are ready to learn; each student is responsible for their own equipment. Tutors will check equipment each day during tutor time. If students are unable to bring in this equipment as they do not have it at home and are unable to buy it Heads of House will be able to provide this to them which they will then be able to keep.

Due to the structure of the school day where at times students will be remaining in classrooms whilst teachers move around it is also important that all students have a reading book with them every day, as reading will become part of the daily routine. We are currently looking at a click and collect system so that students can still access the books from our school library, students will receive more information about this in September.

In line with the guidance students should only be bringing onto site what is needed for the school day, so belongings should be kept to the essentials only.

Hygiene:

Whilst in academy site it is important that we all follow the guidance around hygiene at all times. We are investing in additional handwashing stations, hand sanitiser and will be promoting 'catch it, bin it, kill it' throughout the academy. Students will be expected to do the following during the academy day:

- Wash their hands as soon as they come on site at a handwashing station or their toilets
- Hand sanitise each time they enter into a classroom or meeting space
- Wash their hands before and after eating using their allocated toilets

Students will be reminded of this in tutor time regularly and daily to begin with to ensure they are clear on the routines and systems they need to follow.

Visitors onto academy site:

We will be following the guidance and ensuring that visitors are kept to an absolute minimum on site; no one will be allowed onto academy site or into reception without an appointment so we can protect our students and staff as much as possible. Meetings will continue to be held over the phone or via digital online platforms. If parents wish to contact the academy to make an appointment or speak to a member of staff they should use the contact methods below:

- Academy phone number: 01476 563251
- Enquires email address: enquires@walton-ac.org.uk

Please note: Parents will not be allowed onto academy site without an appointment.

Canteen and lunch service:

Our providers Caterlink have put together a plan so that students can still have access to buying food from school at lunchtime. The details of this plan are below:

- There will be no breakfast or break time service so students will need to bring their own drinks and snacks to the academy

- There will be a reduced lunchtime menu during this period to allow delivery of food to student zones
- We will operate one lunch time with a slightly staggered serving system in the Year groups zones as below
- There will be a pre order system in place so parents and students will need to order over the weekend – you will be able to order for the whole week ahead
- Parents will be able to pay for the pre order service through their WisePay accounts
- Each week there will be a pricelist and menu to be available for student and parents (panini, sandwich, cold pasta salad meal deals)

Zone/serving areas and timings:

Y7	13.00 - Dining hall Collection
Y8	13.10 – Bottom tennis courts – Maths Office collection if raining
Y9	13.10 – Top tennis court – MFL office Collection if raining open
Y10	13.00 – Cabin Collection
Y11	13.00 – Cabin Collection
Y12/Y13	12.50 - dropped of pre order in kitchen for student to collect themselves

Please see the poster on that has been shared on WeDuc for further information.

Transport to and from the academy:

As normal, we expect our students to behave in a mature, safe and responsible manner when travelling to and from the academy. We would encourage all students as much as possible to travel to the academy via walking, biking or in their own car, this is in keeping with the guidance from the government. If students are biking or walking to the academy they need to follow the expectations as below:

- Keeping socially distanced from others while walking/biking to the academy
- If on a bike students should dismount at the bottom of Kitty Briggs Lane and walk their bike onto academy site
- Student must bring a bike lock to ensure their bike is safe during the day
- Students should ride wearing helmet and observe road safety rules
- Students should take extra care when crossing any roads on their way to school using pedestrian crossings where possible
- Students will be able to bring their bike to the bike racks and then go to their allocated zone

If students are travelling to school on a bus they must ensure they are wearing a face mask/covering while on their journey. Once they get off the bus they must remove their mask and either dispose of this in the bin provided or place it in a sealed plastic bag and keep in their school bag during the day. Students must wash their hands as soon as possible after removing their mask at their year group toilets or one of the handwashing stations.

Face masks in the academy:

Following current guidance if students wish to wear a disposable or cloth face mask during the academy day as it makes them feel safe and comfortable they may do so. Students will not be allowed to wear scarves or other items around their face - it must be either a surgical or sensible cloth face mask, offensive text or images will not be allowed.

Extra-curricular activities, visits and trips:

During the Autumn Term we are not able to run any additional clubs or activities after school. This is to ensure we are keeping everyone as safe as possible. We will be looking at this during Half Term One and, if we are able to, we will start to slowly bring back this provision after the October half term, we will keep parents and students updated with this. In line with the guidance from the government and the Trust we are not in a position to run any trips or visits at this stage, we hope we will be able to return to offering these soon and, again, we will keep you updated.

COVID19 Symptoms and absence reporting:

The government have made it clear that all students should return to school in September and the normal attendance expectations will be back in place. Further information around attendance and illness will be sent out by our Attendance Officer at the start of the academic year.

It is really important that everyone follows the guidance with regards to your child or anyone in your household displaying COVID19 symptoms. We need our community to continue to work together in this to ensure we all keep each other as safe as we possibly can.

COVID19 symptoms:

- High temperature
- Persistent dry cough
- Loss of taste and or smell

If your child or anyone in your household is displaying these symptoms you should get a test done as soon as possible. While awaiting the results of the test everyone in the household must self-isolate. If the test comes back positive everyone in the household then need to self-isolate for 14 days, or 7 days from the point they begin to show symptoms.

If the test is negative the household can stop self-isolating providing they do not have symptoms or feel unwell as above.

If your child or someone in your household is displaying symptoms you must contact school and make us aware as we have to have a record of this alongside our normal absence reporting.

If a student becomes unwell at school and is displaying any of the symptoms above they will be taken to our isolation room on academy site and a member of the first aid team will remain with them. All of our first aid team will wear PPE in this situation and have been trained in how to use this. We will contact home and ask for the student to be collected as soon as possible and taken to be tested. In this situation we do need parents to respond quickly and collect their child so that we can keep our community as safe as possible.

It is important that your child and your household self-isolate whilst awaiting the test results. Once you have the test results please ensure you contact school to make us aware whether the test is positive or negative. If the test is negative your child will be allowed back on site providing they are well and have no symptoms. If the test is positive they will need to remain at home and self-isolate for 7 days, they will not be allowed back on site until the self-isolation period has come to an end.

If we do have a positive test recorded we will follow the government guidance and take advice from our Trust and public health with regards to any further actions.

Online learning:

If a student is having to self-isolate or if we have to go into a partial or full school closure we will be providing our students with a continued education through our online platform of One Note on Office 365 and Microsoft Teams. We will also be utilising national platforms such as the National Oak Academy which has been endorsed by the government.

Faculties are planning this curriculum alongside our face to face delivery so that should the need arise we are able to switch to our online learning seamlessly. In the first weeks of the new academic year students will be reminded how to access the platforms and will be told what to expect if we do need to switch to this remote approach at any stage.

Walton Academy Autumn Term 2020 Frequently Asked Questions

Are there any changes to the timings of the start and end of the academy day?

- The start and end time of the academy day will remain the same
- We would like all students to be on site for 8.45 (we appreciate students arriving on buses may be later than this)
- The academy day finishes at 15.35

What time are students allowed onto academy site in the morning?

- Student can come onto academy site from 8.00 in the morning

Can students stay on academy site after 15.35?

- Students need to exit the site at 15.35
- The only students remaining on site will be those catching a late bus service

How should students enter/exit the academy site?

- Entrances and exits for Year groups are detailed below
 1. Year 7 – pedestrian gate
 2. Year 8 – top gate near MFL
 3. Year 9 – top gate near MFL
 4. Year 10 and 11 – pedestrian gate
 5. Year 12 and 13 – pedestrian gate

Where do students go once they are on academy site in the morning?

- When students arrive on site they need to go straight to their tutor room
- Staff will be on hand to guide them through the route for their Year group

Can my child wear a mask in the academy?

- Wearing a mask on academy site is optional for students
- If students want to wear a mask on site or moving around site they are allowed to
- Masks must be either surgical or a sensible cloth mask – no offensive text or images will be allowed
- Students will need to follow the hygiene and correct procedures when wearing taking off or putting on a mask

What should my child bring in each day in their school bag?

- We still need to keep items coming on to site at a minimum

- Students should bring their pencil case with all equipment they will need in it, students will not be able to borrow equipment
- We will have equipment packs that will be issued to any student that can't provide their own
- Students should bring in their own drink and lunch if they are having a packed lunch, water fountains will not be accessible
- Any books that are needed for their lessons that day

Will my child have access to their locker during the day?

- Students will not have access to their lockers during this time

Will my child move around the academy during the day?

- Year 7, 8 and 9 students will remain in their classroom all day, they will only have their PE and performing arts lessons in a different space
- Year 10, 11, 12 and 13 students will move round the academy site so that they can access specialist spaces where needed to continue their GCSE/A level courses
- Students can wear a mask when they are moving around site if they wish to as stated above

Where will students go at unstructured time?

- Each bubble has a dedicated space for unstructured time as below:
 1. Year 7 – the field
 2. Year 8 – bottom tennis courts
 3. Year 9 – top tennis courts
 4. Year 10 and 11 – quad and gym
 5. Year 12 and 13 – common room and seating area outside post 16

When will students be able to wash and sanitise hands?

- Students will be reminded each morning when they arrive to go and wash their hands at their toilet area
- Every time a student enters and exits a classroom they will sanitise their hands at the station
- Students will be encouraged to wash their hands during unstructured time at their toilet area

What toilet facilities will be in place for students during the day?

- Each bubble has a dedicated toilet and handwashing facility as below:
 1. Year 7 – corridor toilets, toilets outside T4
 2. Year 8 – temporary toilet block 1 (outside Post 16)
 3. Year 9 – temporary toilet block 2 (outside Post 16)
 4. Year 10 and 11 – new block toilets
 5. Year 12 and 13 – Post 16

Can students still purchase food from the canteen?

- We have a pre order system for students to order grab and go lunch bags
- Parents can access the choices and order this through WisePay
- Students will have their lunch delivered to their unstructured time zones
- Students must ensure they pre order if they are wanting lunch from the canteen
- There will not be any canteen service at breakfast or break time so students should bring their own snacks and drinks

Will my child still receive their normal lessons?

- We have planned our system to ensure that all students still get a broad and rich curriculum during this time

- Exam classes will have access to all the specialised spaces needed to ensure they can continue with their courses

Will students get changed to do PE and performing arts lessons?

- On the days students have PE or performing arts lessons they need to come into school in their academy PE/performing arts kit
- The kit that must be worn is outlined on our website
- At the end of their PE lesson students will be able to change, we have a staggered system in process to ensure this can happen safely
- PE and performing arts staff have devised some wellbeing and mindfulness work that students will do whilst they are waiting to get changed
- We have increased our cleaning hours to ensure that enhanced cleaning can take place when needed in the changing room areas

Will students have access to the library and book loaning system?

- The library space will not be open to students during this time
- We are working on a 'click and collect' service so that students can still access the book loan system – more details will be shared with students and parents once we return to the academy
- All guidance from the School Library Association will be followed which is in line with all the current Government guidance

During movement time how will crossing of bubbles be avoided?

- When students do need to move to a different classroom there will be a stagger in place so that there is only ever one bubble moving at once
- At the end of unstructured time there will a staggered dismissal back to classrooms and Year 7, 8 and 9 will be lined up by duty staff and escorted to their next lesson by their teacher

Will there be any extra curricular clubs on for students?

- No extra curricular clubs will take place during the first half term
- This situation will continue to be under review
- As soon as we are able to put these activities in place we will update students and parents

Will there be any school trips taking place?

- No school trips or visits will take place during the first half term
- This situation will continue to be under review
- As soon as we are able to put these activities in place we will update students and parents

If my child is travelling to school on a dedicated school bus or public transport should they wear a mask?

- We would strongly encourage all students to find an alternative form of transport e.g. biking, walking, by car
- If students do need to travel to school via bus or public transport they must wear a surgical or cloth facemask while on the transport
- When students arrive at the academy they will be asked by the staff on duty to either dispose of their mask in the bins provided or place it in a sealable plastic bag whilst on academy site
- Once students have removed their masks they will be asked to go and wash their hands at their toilet area
- If students wish to wear a mask on academy site they would need to have a second mask with them to put on once they have arrived and washed their hands

What will happen if my child develops COVID19 symptoms at school?

- Students will be moved by first aid staff to our isolation room
- Our first aid staff will be wearing appropriate PPE
- We will contact you straight away and ask for you to pick our child up immediately
- We will ask you to arrange for a COVID19 test and to keep us informed of the outcome

What will happen if my child needs to self isolate at home for a COVID19 related reason?

- We will mark your child accordingly on the register so the reason why they are absent is clear
- We will provide work for your child while they are self isolating so they do not fall behind with their work
- Once your child has completed their period of self isolation if they should return to the academy providing they are well enough to do so

What will happen if there is a positive case in the academy community?

- If a positive case is recorded we will follow the Government guidance
- We will contact our local public health line and follow the advice we are given
- We will keep parents informed of any actions that are being put in place