



Ref:SeptRe-Opening/CTY/hll

13th July 2020

Dear Parents/Carers

Full Re-Opening Information for September Onwards

I hope this letter finds you and your families well. I would like to provide you with information regarding the re-opening of the school in September following the government guidance, which was made available on Thursday 2nd July. This document outlines that:

'Returning to school is vital for children's education and for their wellbeing. Time out of school is detrimental for children's cognitive and academic development, particularly for disadvantaged children. This impact can affect both current levels of learning and children's future ability to learn, and therefore we need to ensure all students can return to school sooner rather than later. The risk to children themselves of becoming severely ill from Coronavirus (Covid-19) is very low. We know that school is a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children and families.'

Therefore, further to my earlier correspondence, I am writing to provide you with information on how we intend to open fully, safely and deliver our curriculum.

Please note that there are on-going discussions with stakeholders and the below plans are subject to approval by the Trust Board. I am also aware of any changes that the government may announce over the summer period. I will keep you updated.

Primary - September Opening Dates

Thursday 3rd September - All Primary students who left us in March for lockdown will return (unless they are transitioning into Year 7).

Students will spend Thursday 3rd and Friday 4th with their class teacher from this year.

Monday 7th September – All Primary students (including new Reception and Nursery students).

Secondary – September Opening Dates

Wednesday 2nd September at 8.30am – Year 7 Students

Wednesday 2nd September at 9.00am – Year 11 Students

Thursday 3rd September at 8.30am – All students – **Please see staggered start times further in letter.**

School Attendance

School attendance will be mandatory from the beginning of the Autumn term. This means, from that point, the usual rules on school attendance will apply, including:

- parents'/carers' duty to secure that their child attends regularly at school where the child is a registered student at school and they are of compulsory school age,
- school's responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

ASPIRE FOR EXCELLENCE



Students who are shielding or self-isolating

The majority of students will be able to return to school. You should note however that:

- a small number of students will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has Coronavirus (Covid-19),
- shielding advice for all adults and children will pause on Saturday 1st August, subject to a continued decline in the rates of community transmission of Coronavirus (Covid-19). This means that even the small number of students who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. Read the current advice on shielding.
- if rates of the disease rise in local areas, children (or family members) from that area, and that area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent,
- some students no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school (usually at their next planned clinical appointment). You can find more advice from the Royal College of Paediatrics and Child Health at COVID-19 - 'shielding' guidance for children and young people.

Public health advice to minimise Coronavirus (Covid-19) risks

The full opening guidance suggesting how contact is reduced will depend on the school's circumstances and will, as much as possible, include:

- grouping children together
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from students and other staff as much as possible

Therefore, we have staggered the start and finish times for certain year groups, added more break and lunch times, arranged our classrooms as above and will implement measures to reduce the chance of transmission as far as is reasonably practical.

The School Day

Please see end page for the outline of the school day.

Drop off / Pick Up, Use of the Car Park and Public Transport

As you can see from the timings of the day, we have staggered these to ensure we do not have lots of people arriving at similar times. We are asking all parents and carers who 'drop off' and 'pick up' to remain **OUTSIDE** the school gates on Latham Avenue and please adhere to the latest guidance on social distancing. Staff members will be outside on the Plaza to collect your child(ren). **Ideally only one parent/carer should 'drop off' and 'pick up'.**

If you are driving to school please ensure you park in one of the marked bays and **bring your child(ren) to the gates on Latham Avenue**; the gates at the side onto the Plaza will be for **staff only**.

If students are using public transport, please ensure you and your child are fully aware of the guidance for the use of local buses. The recommendations on transport to and from school allude to reducing any unnecessary travel on coaches, buses or public transport where possible (for example, by walking or cycling to school).

Please can I politely remind all parents and carers to observe the social distancing measures at all times and be patient with each other and staff as this is new for everyone. You should not gather outside the school gates after dropping off or picking up.

Siblings

If you have children in different year groups expected to attend but have different start and finish times, please can you drop them off for the earlier start time and the older sibling can go to their classroom/area.

In terms of picking up you can access the Plaza but please do not congregate together or enter the foyer. Siblings that pick up younger brothers and sisters will need to make such arrangements with yourselves.

It is imperative students arrive at their allocated time. This will ensure the safety of everyone and reduce the chance of transmission of the disease.

Early Morning Drop Off-Club and Link Club

The Early Morning Drop Off-Club will continue from 8.30am for those Primary parents and carers that are working. We will designate a room for EYFS / KS1 students and a separate room for KS2 students. **Please note that you should 'drop off' using the main entrance doors rather than the bike gate.** Link Club will continue and we will work in liaison with them to maintain an EYFS/KS1 and KS2 Pod.

SEND Transport and Support for Students with SEND

Students that arrive through the Local Authority SEND Taxis, please can you contact Ms Salisbury and Ms McPartland who will be happy to advise.

We will work with families and students to provide the best possible support for students with SEND and make reasonable adjustment as necessary to ensure the safety of students and staff. Should any parents and carers wish to discuss this in detail please contact either Ms Salisbury or Ms McPartland.

Uniform and Mobile Phones

Students **WILL** be expected to wear full school uniform as per my last correspondence. I appreciate your support in ensuring students come to school well equipped and ready to learn.

Mobile phones, should they be brought into school, will be collected by your child's class teacher or Progress Tutor and safely stored in a box for the rest of the day. These can be collected at the end of the day from your child's exit point.

Pods and Class Sizes

We have worked very closely as a school team and with external support from the Wade Deacon Trust and their Health and Safety advisors. We are working on the premise of having 'Key Stage Pods' and 'Year Group Pods.'

This means that students will get their full curriculum entitlement in their current classes / sets and teachers will move around the building to them. Key Stages and Year Groups will have assigned areas / wings and they will remain in these areas for the majority of their lessons. Specialist rooms in Science, DT, Art etc will continue to be used but these have been carefully timetabled to ensure cleaning can take place and Pods are not mixing.

Each Pod will have access to a designated toilet to ensure we reduce the risk of infection and these will continue to be uni-sex. Pods will have a designated area of the Dining Hall and the available outside areas.

Learning and Curriculum

I know you appreciate this period has been a very complex and challenging situation for all concerned. However, it is imperative we get students back into learning routines and engaged in a full curriculum offer. We will continue to work with our students on them filling in any gaps they might have and we will share with you our 'catch up' plans once these are finalised.

Essential Measures

Below are a list of essential measures we will adhere to reduce the risk of transmission;

- a requirement that people who are ill stay at home – please ensure your child does not attend if they are showing any of the symptoms
- robust hand and respiratory hygiene – this will be encouraged regularly, as it is now, and we will increase the signage as a reminder to take these steps
- enhanced cleaning arrangements – this has been carefully considered and staggering breaks, lunches and the use of specialist rooms will allow for this
- active engagement with NHS Test and Trace – we will engage fully in advice and guidance from Public Health and the NHS Test and Trace team
- formal consideration of how to reduce contact and maximise distancing between those in school, wherever possible, and minimise potential risk for contamination so far as is reasonably practicable – the steps I have mentioned will reduce the risk of transmission

Lunch, Break Time and Food and Drink

Those students entitled to a Universal and Free School Meal will receive this as normal. Families entitled to Free School Meals will still be able to receive this in school. Those families that usually pay will ideally pay online (SCOPAY) as this will mean students do not touch the biometric machines.

You may wish to send your child(ren) with their own packed lunch. Please advise them that this should not be shared with anyone. It is also advisable that children bring in their own drinks bottle (clearly labelled and filled) as we will turn off the water fountains. Please be reminded that fizzy or energy drinks are not allowed.

Cleaning Considerations and Movement around the site

We have worked very closely with our maintenance provider to ensure regular cleaning has and will take place as it has done during lockdown. We will ensure there is enough tissues, hand sanitiser, disinfectant, paper towels and bins in every classroom to keep everyone safe.

The internal doors on the wings will be 'wedged open' to ensure staff and students do not need to touch door handles and this will also allow for us to put in place a system of movement around the wings.

Behaviour

There are amendments and an addendum to the current Behaviour for Learning Policy, which can be found on our website. The guiding principles are, as usual, our REPS theme; where we expect students to be respectful, demonstrate excellence, persevere and be safe. Nevermore have these principles been more important. It is critical students co-operate with staff and follow instructions for the safety and well-being of everyone. Any behaviour that might put others in danger will not be tolerated and appropriate sanctions put in place.

First Aid and Medication

Students that require First Aid will still be able to access this and additional PPE will be provided to the designated First Aiders. Students that need medication will still be able to collect this from Student Services.

Please do not send your child(ren) into school if they feel unwell, are showing any one of the Covid-19 symptoms or require any general First Aid.

Pastoral Support for Well-Being and Mental Health

We are very aware that the Coronavirus outbreak may have caused significant mental health or wellbeing difficulties for some children. It is important to recognise that while 'getting back to normal' is important and will be reassuring for many, we will consider how to support students coming back into school.

We know some children may also have experienced bereavements in their immediate family or wider circle of friends or family or had increased/new caring responsibilities. All children will have missed the routine of school, seeing their friends, and being supported by their teachers and other adults in the school. Therefore, we will provide opportunities for children to talk about their experiences of the past few weeks. Opportunities for conversations with adults, some refocused lessons on relevant topics, for example, mental wellbeing or staying safe, pastoral activities, such as positive opportunities to renew and develop friendships and peer groups and other enriching developmental activities.

Home and Remote Learning Plans

Home Learning and Remote Learning plans will still be in place should there be a 'local lockdown' and we have plans for how this will be communicated should such an event occur. We have trained all of our Secondary students and staff on the use of Microsoft Teams and we are working with staff to look at how we can develop this further. We hope to be able to provide more 'on-line' and 'live' teaching. Oak National Academy, BBC Bitesize are running over the summer holidays, should students wish to continue with learning. Some subjects in the Secondary phase are providing work over the summer period; this will be communicated through Show my Homework.

Visitors and Guidance on accessing the school Reception Desk

We will carefully ensure that only essential meetings take place on-site and, where possible, all correspondence should be via telephone, e-mail or letter.

Only one person at a time will be allowed into the main office and signage will ensure this is clear to visitors. We have a duty to protect our staff and I appreciate your co-operation in this matter. There will be clear markings on where to queue to access the office if this is necessary.

Please note: visitors or parents and carers will not be permitted to stand and wait in the 'foyer' between the Plaza and the main entrance.

As always, we will continue to use our social media and website to communicate any updates.

Website: www.thegrangeacademy.co.uk

YouTube: [grangeacademyruncorn](https://www.youtube.com/grangeacademyruncorn)

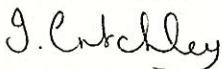
Twitter: @Grange_School

Instagram: @thegrangeacademy

Facebook: @grangeacademy

I hope this letter has served as a clear indication of what we will endeavour to put in place as control measures to minimise risks, but this will not mean that risks can be removed altogether. Finally I would, once again, like to take this opportunity to thank you wholeheartedly for your understanding and ongoing support in helping us to manage this unprecedented situation and I wish you a lovely summer break.

Yours faithfully



Mr Ian Critchley
Principal

Useful Links

Safer Travel Guidance for Passengers: <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

What parents and carers need to know about early years providers, schools and colleges in the autumn term: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

Guidance for full opening of schools: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

The School Day

Stage or Year Group	Start Time	Entrance	Break	Lunch	Finish Time	Exit Point
Nursery	8.30am	Garden Gate	Individual	11.30 – 12.15	3.15pm	Garden Gate
Reception / KS1	8.40am	Forrest Gate / Garden Gate for (Yellow & Green)	Individual	11.35 – 12.05 (Inside) 12.05 – 12.20 (Outside)	2.50pm	Forrest Gate / Garden Gate for (Yellow & Green)
KS2	8.40am	Main Doors	9.50-10.05	12.05 – 12.35 (Inside) 12.35 – 12.50 (Outside)	2.50pm	Main Doors
7	8.20am (Form)	Main Doors	9.50-10.05	12.35 - 1.05	2.25pm	Main Doors
8	8.20am (Form)	Side Doors by Stairs	9.50-10.05	12.35 - 1.05	2.25pm	Side Doors
9	8.30am (Form)	Main Doors	10.20 - 10.35	12.05 - 12.35	2.35pm	Main Doors
10	8.30am (Form)	Side Doors by Stairs	10.50-11.05	1.05 - 1.35	2.35pm	Side Doors
11	8.40am (Lines)	Top of Car Park	10.50-11.05	1.05 - 1.35	2.40pm	Top of Car Park

Forrest Gate - Access by the gates closest to Latham Avenue - Reception / Key Stage 1 Path

Garden Gate - The 'Nursery Entrance' next to the foyer (Main Entrance)

It is imperative students arrive at their allocated time and use the correct entrance and exit. This will ensure the safety of everyone and reduce the chance of transmission of the disease.

The entrance from the rear of the building (Stonehills Lane) will be closed. Please leave a little more time for your journey to and from school if you use this entrance and exit.