



The South Wolds
Academy
and Sixth Form

21st July 2020

Dear Parents and Carers,

Following my letter dated 13th July, I am writing to confirm arrangements for the return to school should Government guidance for Secondary schools remain as it is at the time of writing. There is currently no reason to expect this to change. The information in this letter links with the student guidelines and should be read in conjunction with this attachment.

Principles

The school day has been designed with the following principles underpinning the structure, taken from the Government guidance issued to schools:

- The health and safety of all staff and students is the overriding priority.
- Good hand and respiratory health are paramount.
- The school must offer a full and ambitious curriculum as possible given any possible restraints.
- Students have not been in school for a significant period of time. This will inevitably lead to gaps in knowledge for some. The school has a responsibility to ensure that students are given every opportunity to catch up on any learning missed.
- Social distancing is not necessary for students but adults are advised to remain socially distant from each other and from students, where possible.
- For students, minimising social mixing between year groups, whilst offering a full and specialist curriculum is the essence of the Government guidance. In the guidance, year groups are referred to as 'groups' and these 'groups' will be kept as separate as possible during the school day.

Given this guidance, it is for each individual school to implement in a manner which best suits their circumstances. At South Wolds, we are fortunate in that our site is large and therefore students can move safely around the school site in year groups. Therefore we intend to implement the following:

- Movement around the site will be enabled by a strict one-way system at designated movement points. This one-way system will ensure that face to face contact is minimised across the site.
- Adults in the school will take oversight of their bases. For teachers, this means they can ensure that classrooms are sanitised between every lesson. An enhanced cleaning service throughout the day will service classrooms in addition to toilets.
- A 'staggered' break and lunchtime have been timetabled so that mixing between year groups is significantly reduced.
- Enhanced cleaning across the site is in place.

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Deputy Head Teachers



CHARTER STANDARD SCHOOLS

Personal Responsibility

I am confident that we have a robust plan in place to deliver a full and ambitious curriculum whilst taking all the necessary steps to keep the risk of infection as low as possible. However, everyone must play their part, adults and students alike. We have put into place a whole raft of measures that help to mitigate against the spread of Covid-19 which will be clearly explained to students in a tutor period and assembly upon returning in September. These messages are also supported by guidelines that I have attached for your reference. Please can you take time to go through these with your child to support a safe return after the summer break. Should a student decide not to respect these, this will be treated as a very serious disciplinary matter.

Before your child returns to school, please may I ask you to impress upon them the importance of the following:

- Hand and respiratory hygiene including hand sanitisation upon entry to every classroom.
- Limit face to face conversations and contact as much as possible when moving round site by strictly following the one-way system.
- Reduce social mixing by staying in year groups and avoiding contact with students from another year group, especially upon arrival and exit from school.

Additionally, it would be most helpful to school if your child could be equipped with their own small bottle of hand sanitiser and their own tissues for use during the school day as part of your child's own commitment to their personal hygiene.

Furthermore, the sharing of any equipment must kept to an absolute minimum and it is important that your child is fully equipped on their return to school. Details of this are in the student guidelines and parents can purchase a stationery pack via ParentPay for students to receive in September for your convenience.

Please note that as part of the risk assessment, we continue to limit access to the school site and at present parents/carers are not allowed on site without a prior appointment.

Timetable

Timetables are being emailed home to you on Tuesday 1st September and I ask that you check this with your child so that they are clear where they need to get to and familiarise themselves with the one-way system. This new system around the site will be new to everyone and I have attached a map for your reference to aid this familiarisation. We have also altered the school day to stagger breaks and lunch times as well as at the end of the day and the timetable structure we will be using is below. Alternate venues will be used for break and lunch to allow cleaning between year groups and to reduce mixing.

Year	P1 8.50-10.00 including registration	P2 10.05 - 11.20 60 min lesson + 15 min break			P3 11.25 - 12.25	P4 12.30 - 2.00 60 min lesson + 30 min lunch break			P5 2.05 - 3.20 lesson incl registration and staggered dismissal	
7	70 mins	30 min	break	30 min	60 mins	Lunch	60 min	75 mins	3.20	
8	70 mins	45 min	break	15 min	60 mins	30 min	Lunch	30 min	75 mins	3.20
9	70 mins	30 min	break	30 min	60 mins	Lunch	60 min	75 mins	3.15	
10	70 mins	45 min	break	15 min	60 mins	30 min	Lunch	30 min	75 mins	3.15
11	70 mins	60 min		break	60 mins	60 min		Lunch	75 mins	3.10
12 & 13	70 mins	75 min incl 15 min break at appropriate time			60 mins	60 min + 30 min lunch at appropriate time			75 mins	3.10

Induction

To ensure that all year groups receive clear induction on their return to on-site education, we have staggered the start times of each group to provide time to successfully reintegrate them. Each year group will, after their assembly and tutor time, then begin their timetable. Students must head straight for the named location each morning.

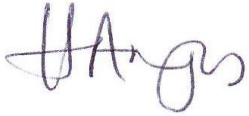
Week A1				
Date	Year group	Time	Activity	Location
Wednesday September 2 nd	7	8.50am	Assembly and induction day	Main hall
	12	8.50am	Assembly and induction day	Sixth Form Common Room
Thursday September 3 rd	7	8.50am	Extended tutor time	Tutor room
	8	8.50am	Extended tutor time	Tutor room
	9	8.50am	Assembly	Main hall
	12	8.50am	Extended tutor time	Tutor room
	13	8.50am	Assembly	Sixth Form Common Room
Friday September 4 th	7	8.50am	Extended period 1	See individual timetables
	8	8.50am	Extended period 1	See individual timetables
	9	8.50am	Extended period 1	See individual timetables
	10	8.50am	Assembly	Main hall
	11	8.50am	Extended period 1 with assembly included.	See individual timetables
	12	8.50am	Extended period 1	See individual timetables
	13	8.50am	Extended period 1	See individual timetables

Week B2 (beginning Monday 7^h September and Week A3 (beginning Monday 14th September): all students must make their way to their Period 1 classroom each morning, ready for 8.50am. We will review the risk assessment at this stage and communicate any further changes to you and your child by the end of week A3.

Student guidelines also state that when a student has a PE lesson they must come to school dressed in their South Wolds PE kit. This must be in full correct kit (black bottoms and royal blue polo shirt and sweatshirt). If students do not have a school PE sweatshirt, then they must wear their blazer over the top of their polo shirt. A link to our uniform expectations can be found [here](#) as a reminder.

We are working hard to ensure your child can return to school safely and successfully after the summer break and I am confident that by working together we can achieve this.

Yours sincerely

A handwritten signature in black ink that reads "H Angus". The signature is written in a cursive style with a large initial 'H' and a stylized 'A'.

Halina Angus
Head Teacher

Attachments:

Student guidelines

One-way map PDF