

## Guidance for parents / carers: Sept 2020 restart for Ernulf Academy



The following guidance outlines the return to school week beginning Monday 31<sup>st</sup> August. We have reflected long and hard and followed guidance from the Department for Education and Astrea Academy Trust about the safest way to return to school and we will outline some of the key information below.

|   |                                 |
|---|---------------------------------|
| <b>Monday 31<sup>st</sup> August</b>      | – Bank Holiday                  |
| <b>Tuesday 1<sup>st</sup> September</b>   | – Staff training day            |
| <b>Wednesday 2<sup>nd</sup> September</b> | – Staff training day            |
| <b>Thursday 3<sup>rd</sup> September</b>  | – <b>Year 7</b> restart         |
| <b>Friday 4<sup>th</sup> September</b>    | – <b>Year 11</b> restart        |
| <b>Monday 7<sup>th</sup> September</b>    | – <b>ALL</b> year groups return |

### **Arrival at the school site**

Each year group has a dedicated arrival time at school and a dedicated entrance and exit. This is to ensure that all year group ‘bubbles’ can be maintained. Little Acorns will use the main school entrance with an arrival time of 8.55am. They will also leave the site at 3.00pm but from the bike shed gate. Prospect House pupils will arrive at 8.45am and leave at 3.10pm through the Prospect House dedicated entrance.

### **Year group zones**

You will also see that from September, the school will be separated into year groups ‘zones.’

All lessons for each year group will take place in these zones. It will therefore be a requirement that staff move between year group ‘bubbles’ in line with Department for Education guidance. Support staff, SLT and pastoral team will be deployed to zones to support transitions between lessons.

### **Attendance**

In line with DfE guidance, we will be applying the attendance policy if pupils do not attend school. However, if pupils do not attend school due to Corona virus symptoms, we will follow this up using our revised attendance policy.

### **Uniform**

When pupils return to school we expect our high standards of uniform will be maintained. Pupils must ensure they wear the school uniform (including their blazer) and correct black shoes. All piercings, except a single ear stud, must be removed. Finger nails should be free of nail varnish and we will not accept radical hair styles.

In order to facilitate PE lessons, any groups that have PE on their timetable during the day must come to school in their PE kit. They will be permitted to remain in their PE kit for the remainder of the day. This will minimise the risk posed by students sharing changing facilities. This will be monitored and reviewed in order to take seasonal weather conditions / the possible impact on behaviour into consideration.

| Year 7 (155)                             | Year 8 (162)                           | Year 9 (114)                           | Year 10 (77)                             | Year 11 (114)                    |
|--|--|--|--|----------------------------------|
| Main entrance -line-up basketball courts | Bike shed entrance -line-up playground | Bike shed entrance -line-up playground | Main entrance -line-up basketball courts | Sixth form entrance - no line-up |
| Tutor time<br>8.35 - 9.00                | Tutor time<br>8.35 - 9.00              | Tutor time<br>8.45 - 9.00              | Tutor time<br>8.45 - 9.00                |                                  |
| Period 1<br>9.00 - 10.00                 | Period 1<br>9.00 - 10.00               | Period 1<br>9.00 - 10.00               | Period 1<br>9.00 - 10.00                 | Period 1<br>9.00 - 10.00         |
| Break - Canteen<br>10.00 - 10.20         | Break - Gallery<br>10.00 - 10.20       | Period 2<br>10.00 - 11.00              | Period 2<br>10.00 - 11.00                | Period 2<br>10.00 - 11.00        |
| Period 2<br>10.20 - 11.20                | Period 2<br>10.20 - 11.20              |  |  |                                  |
| Period 3<br>11.20 - 12.20                | Period 3<br>11.20 - 12.20              | Period 3<br>11.20 - 12.20              | Period 3<br>11.20 - 12.20                | Period 3<br>11.20 - 12.20        |
| Lunch - Canteen<br>12.20 - 13.00         | Lunch - Gallery<br>12.20 - 13.00       | Period 4<br>12.20 - 13.20              | Period 4<br>12.20 - 13.20                | Period 4<br>12.20 - 13.20        |
| Period 4<br>13.00 - 14.00                | Period 4<br>13.00 - 14.00              |  |  |                                  |
| Period 5<br>14.00 - 15.00                | Period 5<br>14.00 - 15.00              | Period 5<br>14.00 - 15.00              | Period 5<br>14.00 - 15.00                | Period 5<br>14.00 - 15.00        |
|  |  | Tutor time<br>15.00 - 15.10            | Tutor time<br>15.00 - 15.10              | Tutor time<br>15.00 - 15.25      |
| Main entrance                            | Bike shed entrance                     | Bike shed entrance                     | Main entrance                            | Sixth form entrance              |

| Zone 1 - Year 7  |             |
|------------------|-------------|
| U15              | 7E          |
| U14              | 7R          |
| U13              | 7N          |
| U12              | 7U          |
| U11              | 7L          |
| U10              | 7F          |
| Com 3            | IT lessons  |
| U8,9             | spare rooms |
| Zone 2 - Year 8  |             |
| Hums Hall        | 8E          |
| H3               | 8R          |
| H4               | 8N          |
| H2               | 8U          |
| Com2             | 8L          |
| Media            | 8F          |
| Com1             | IT lessons  |
| Zone 3 - Year 9  |             |
| P4               | 9E          |
| P5               | 9R          |
| LS2              | 9N          |
| Drama            | 9U          |
| PA               | Spare room  |
| Zone 4 - Year 10 |             |
| MFL 1            | 10E         |
| MFL 2            | 10R         |
| MFL 3            | 10N         |
| S9               |             |
| Staff room       | spare room  |
| Zone 5 - Year 11 |             |
| U17              | 11E         |
| U16              | 11R         |
| U7               | 11N         |
| U5               | 11U         |
| U3               | option room |
| U2               | option room |
| Com4             | IT lessons  |
| Com 5            | IT lessons  |
|                  | Common room |

### Break and lunchtime arrangements

As you can see from the timetable plan, there will be staggered break and lunchtimes. Pupils will have dedicated outdoor areas to use to help minimise any contamination between year groups. Appropriate cleaning time has been built in to the day to allow another year group to access food collection points. Food for break and lunch will be pre-ordered and students will be escorted to the appropriate food collection point - There will be no tables and chairs in these spaces and students will be escorted back to their designated areas within the school site.

## Site cleaning and hygiene

There will be cleaning resources in each teaching space for staff and pupils as they require.

There will be a dedicated member of cleaning staff responsible for each zone and all rooms will be cleaned at the end of each day.

Antibacterial gel stations are positioned throughout the school site at all doors. We encourage staff and pupils to use the gel stations as frequently as possible.

## Teaching

It is important to recognise that 'practical' lessons other than PE will not be able to take place in the specialised rooms. A broad and balanced curriculum will be maintained and staff will ensure that lessons can be delivered in the teaching room allocated to that class in a designated zone.

Staff and pupils will ensure there are no shared resources *between* year groups in zones/lessons. The following items can be shared *within* zones:

- Exercise books
- Textbooks
- Mini whiteboards
- Whiteboard pens
- Resources such as calculators, rulers etc.

## Pupil Equipment

Pupils **must** ensure they bring their exercise books, planners and stationary as normal.

We would also advise that pupils bring a water bottle to school as the water fountain facilities have been removed to help minimise the risk of infection.

## Behavioural expectations

The school will continue to use the current behaviour policy – in the unlikely event where a pupil's actions posed a risk to themselves or others (i.e. by non-compliance of the new rules to minimise risk) firm and immediate sanctions will be in place to maintain the safety of the school community. Staff will continue to award merits/postcards and incentives will remain in place to ensure a positive environment for all our students.

*As you are all well aware this is uncharted territory for us as a school community but we feel that we have taken all measures possible to ensure this plan minimises risk in light of the pandemic.*

*Please be aware that these plans may be subject to change if there are any further developments over the summer months but we will hasten to keep all student's parents/carers informed.*

*We thank you all for your continued patience and support.*