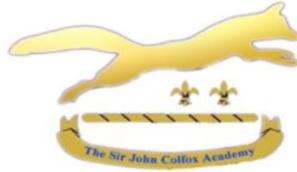


# The Sir John Colfox Academy



**Inspiring Learning, Achieving Excellence**

Headteacher: Mr Adam Shelley MEd, BSc Hons, PGCE, NPQH

June 2020

Dear Parents

## Return to school for students in Year 12 BTEC Sport

Further to my letter earlier in the week, I can now share our plan for Year 12 having 'face to face' contact with their teachers. I enclose information about the health and safety precautions we have taken, as well as a timetable (which may change if staffing circumstances alter). I hope that with this information, you can make an informed decision about whether your daughter or son will attend 'face to face' sessions at school. **There will be no action taken against any student or family that decides not to return to school at this time.**

We have put together a timetable which gives students **three** 'face to face' sessions lasting **two** hours each week. These sessions are intended to enhance the online learning which will still continue to take place throughout the rest of the term, including at least one online 'face to face' session on Microsoft Teams.

Your child will enter through the fire door at the back of **B103**, where they will use hand sanitiser. They will then be allocated a workstation which will be their personal workstation to use during every session. They will be the only students to use this room this term. The room will be cleaned each night before they come back in. Once the session ends, students must leave the site immediately to avoid coming in to contact with other 'bubbles' of students.

### Weekly Timetable:

	Monday	Tuesday	Wednesday	Thursday	Friday
10am – 12 noon	BTEC Sport Mr Morse		BTEC Sport Miss Attwell		BTEC Sport Mrs May

Below I have provided information about how we are ensuring students are safe while they are on site.

We look forward to welcoming students back on the 15 June at 10am.

Yours sincerely

Adam Shelley  
Headteacher

## **Safety Measures**

Following secondary school guidance released on 25 May, we will form a different 'bubble' or group of students each day in order to provide high-quality subject teaching. Students will remain in their 'bubble' whilst on site at all times. Some of the key measures that we are taking to minimise risk to students, parents and staff include:

- Staggered arrival and departure times for students, with specific entrance and exit plans for each group of students.
- Students and teachers not moving between groups on the same day.
- Sanitizing procedures in place on arrival, before and after sessions, and at the end of each day. Students will be asked to sanitize their hands using anti-viral gel and will have their temperature taken each morning as they enter the building.
- Class sizes capped to maintain social distancing.
- One-way walking systems in the building and around the school site.
- Professional anti-viral cleaning taking place after each group has used a classroom.
- Students will be asked to bring their own food and drink onto the site. Students will not be able to use the water fountains to fill up their bottles. They will not be able to use the vending machines and will not be able to use the canteen.
- Students may bring their own facemasks and gloves to school, although the government have said that this is not required due to the safety measures listed above.

We advise students to wear light, comfortable clothing which minimises contact between their skin and any classroom furniture.

I would also like to clarify some expectations about journeys to and from school, which will help to keep students, their families and their teachers safe:

- Students should not travel to school in a car with members of different households. If this is the case then they will not be permitted to attend school that day.
- If driving to school, students should not transport members of different households and should park in the designated Sixth Form area (the 'drive' leading up to the school adjacent to school fields).
- If students arrive on site in groups which are not socially distanced, then they will not be allowed into school.
- If students are found to be breaking other aspects of national guidance outside of school e.g. socialising in groups of greater than six, then they would not be permitted to attend until they have completed a period of quarantine to make sure they are not infectious.

## **What the school day will look like**

The timetable attached to this letter will give parents and students an idea of how teaching time will be organised between 15 June until 17 July 2020. The aim of this timetable is to ensure that students are given an opportunity to experience some face-to-face learning with their class teachers before the end of the academic year.

The Government has been clear that schools should minimise movement and mixing between groups as much as possible, and that entrance and exit times to buildings and classrooms should be adjusted accordingly. The Government has also asked schools to avoid split day rotas within the same day, i.e. they have asked schools to ensure that students and staff do not move between multiple groups on the same day. The teaching blocks that we have timetabled will minimise the risk of infection by reducing movement around the building and staggering lesson times through

the day. Students will only be allowed on site for their lessons and will be monitored at all times by teaching staff once they are on site, and when they are leaving the site.

We are conscious that school will look and feel different to students when they return, and that some students will have had less, or maybe no experience, of the kinds of social distancing practices we adults have become more used to when going to work or shopping. All expectations and procedures will be explained very clearly to students each day, as we want to create a safe but enjoyable atmosphere to support learning and build confidence.

### **Symptomatic Individuals - Information provided from Public Health Dorset.**

#### ***If one child or adult shows symptoms what is the next action for the school?***

#### **Send home**

- When a child or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days.
- Their fellow household members should self-isolate for 14 days.
- Parents should continue to be encouraged to look out for symptoms including: a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours, a high temperature (above 37.8 degrees centigrade) loss of taste or smell.

#### **Testing**

- All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus and are encouraged to get tested in this scenario.

#### **Class/small groups in contact with a positive child/member of staff to self-isolate.**

- Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days.
- The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.