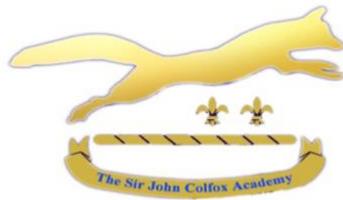


The Sir John Colfox Academy



Inspiring Learning, Achieving Excellence

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

June 2020

Dear Students and Parents

Return to school for students in Year 12

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 **two** face to face sessions lasting two hours each. These face to face sessions are intended to enhance students' online learning, which will continue to take place throughout the rest of the summer term. Students need to be taught in one group (or 'bubble') at a time and cannot mix with other students. Therefore, sessions have staggered start and end times. Once the session ends, students must immediately leave the site to avoid coming in to contact with other groups. Sessions at Colfox will be attended by Colfox students only.

In some subjects, students do not have 'face to face' lessons on the timetable. This is because of individual staff circumstances. These subjects will continue to provide online learning and, where possible, online whole-class teaching via Teams. These sessions will be organised by the teacher and students will be informed directly. Where subjects are taught solely by Beaminster teachers (Psychology and Photography) we aim to provide face to face sessions based at Colfox with the specialist teachers. These sessions are to be confirmed and students will be contacted when details are confirmed.

Some subject areas *may* be able to offer more sessions if circumstances allow and our health and safety measures are not compromised. Students will be informed about these additional sessions directly by teachers and are only open to Colfox students.

You will get more information next week about entry and exit points the students will use along with specific instructions to ensure everyone stays safe. We will also send you any updates to the timetable of lessons on offer.

We are looking forward to welcoming Year 12 students back for some 'face to face' contact on the 15 June 2020.

Yours sincerely



Adam Shelley
Headteacher

Timetables:

NB: initials following subject indicate teacher

Times (sessions 1-4 are Year 10 slots):

Session 5: 11.30am – 1.30pm

Session 6: 11.45am – 1.45pm

Session 7: 12.00 noon – 2.00pm

Week Beginning 15 June

	Monday	Tuesday	Wednesday	Thursday	Friday
Session 5					
Session 6	Drama EH	History JW	Religious Studies EW	Geography AJN	Business, ONLINE
Session 7	Geography GF	PE GL	Design Technology SW	Photo TBC	Psych (Option A) TBC

Week Beginning 22 June

	Monday	Tuesday	Wednesday	Thursday	Friday
Session 5					
Session 6	Art LB		Art LB	EPQ AT	Spanish NA
Session 7	Music BH	Photo TBC	PE AD		Psych (Option A), TBC

Week Beginning 29 June

	Monday	Tuesday	Wednesday	Thursday	Friday
Session 5	Chemistry KEH	Maths JC	Core Maths AU	Geography AJN	Physics RP
Session 6	English Lang LW	English Lit AT	Film AT	Biology JH	
Session 7	Drama EH	Geography GF	Maths TP		Psych (Option B), TBC

Week Beginning 6 July

	Monday	Tuesday	Wednesday	Thursday	Friday
Session 5	Music BH	Further Maths JP	PE AD	Spanish NA	
Session 6	Business ONLINE				
Session 7					Psych (Option B), TBC

Week Beginning 13 July

	Monday	Tuesday	Wednesday	Thursday	Friday
Session 5	Design Technology SW	English Lang LW	Maths JC	EPQ AT	Physics RP
Session 6	Chemistry KEH	History JW	Religious Studies EW	Geog AJN	Biology JH
Session 7	Film AT	Further Maths JP	Core Maths AU	Maths TP	English Lit AT

Safety Measures

Following secondary school guidance released on 25 May 2020, 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.

We will be in a position to send out more detail next week about which lessons your child should attend, and the specific routines that we will follow during the day (e.g. entrance/exit points and which classrooms will be used).

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.