

Dear Parents and Carers,

I want to ensure you are kept fully updated regarding the academy's response to the Coronavirus outbreak and how we will continue to respond to the guidance and advice issued by the Government and Public Health England. The health and safety of our students and staff is of paramount importance to us and therefore, we are managing any risk and are considering the potential consequences of any decisions we make. I understand that this is a worrying time but want to reassure you that we will take all necessary actions to keep all students and staff safe and continue to offer the very best educational experience.

Whilst we wish to continue to operate as normally as possible with little disruption, especially for our year 11 students who are about to start their final GCSE examinations, we have had to make some adaptations to ensure the best possible standards of health and safety. These adaptations are outlined below. We will continue to make full use of our social media platforms Facebook, Instagram and Twitter and our website, where you can find regular updates regarding the Academy's response to Coronavirus.

### **Students Who Are Unwell**

Students should stay at home if they are unwell with a new, continuous cough or a high temperature to avoid spreading infection to others. Otherwise they should attend school as normal. If your child becomes unwell whilst at school with a new, continuous cough or a high temperature we will contact you to arrange collection or agree for them to be sent home. **Please ensure that we have the correct contact details for you.** If a child is awaiting collection, they will be moved, if possible and if appropriate, to a room where they can be isolated behind a closed door.

### **Personal Hygiene**

Students must ensure they wash their hands for 20 seconds more often than usual with soap and water or hand sanitiser and catch coughs and sneezes in tissues. Students should be encouraged to frequently clean and disinfect objects that are touched regularly, using your standard cleaning products, in particular their mobile phone.

Students are able to bring hand sanitiser and face masks if they wish. However, any student found to be using PPE inappropriately will have it confiscated immediately.

### **Year 11 GCSE Exams**

Ofqual, the Department for Education (DfE) and the Joint Council for Qualifications (JCQ) are monitoring the situation closely and are updating schools as and when they can. There are well-established processes in place for dealing with many of the scenarios which a coronavirus outbreak might cause, including individual students missing exams due to illness. We will ensure that we implement the appropriate contingency plans should they come into place to deal with all eventualities should there be a widespread outbreak of coronavirus over the exams season. **We request that all year 11 students and their parents/ carers continue to prepare well for their GCSE examinations.**

### **Year 11 AR2 Mock Examination Results**

We have made the decision to give the year 11 students their AR2 mock exam papers back, rather than wait for the mock exam results day. This will allow your child to work on their individual areas for development immediately.

### **Year 11 Easter Revision**

The year 11 Easter revision sessions will go ahead as planned and there have been a large number of students targeted for **English and mathematics 2-day Easter event on Wednesday 8<sup>th</sup> April and Thursday 9<sup>th</sup> April.**

### **Trips Outside the UK**

We are currently in discussions with the travel companies and insurance companies responsible for the two France trips and Holland trip. It is highly likely that these trips will not go ahead, however our main aim is to ensure that parents receive a full refund. **If you have any further payments to make then please refrain from making these** and we will continue to liaise with you during this challenging time as we work hard to claim your money back.

### **Trips Within the UK**

We have a range number of trips planned, some of which will go ahead and some will not. We will keep you regularly updated using our social media pages, website and teachers will talk to students about this. We are increasing the number of staff on each trip to safeguard against staff illness. If your child does display any of the symptoms they should not attend the trip because this could compromise the trip for everybody else.

### **Extra-Curricular Activities and P6**

These will continue as usual.

### **Sporting Fixtures and Competitions**

The PE department will keep you updated using our social media platforms and website. Please ensure that you are aware of any fixtures your child is taking part in so that you know when to expect your child home.

### **Parents, Carers and Other People Visiting the Academy**

We want to continue to invite parents, carers and external visitors into the Academy but we will remain vigilant when checking visitors' health status. Visitors who are booked into the Academy will be asked the following questions before signing in:

- Have you been in contact with anyone with Covid-19?
- Have you been in contact with anyone travelling back from a restricted country?
- Do you have a high temperature or continuous cough?

If visitors answer 'yes' to any of these questions they will not be allowed to enter the academy.

It is incredibly important that events such as year 9 injections, school councillor and school dog visits and mental health drop-in services continue with as little disruption as possible.

### **Students on Free School Meals Who Are Self-Isolating**

Unfortunately we are unable to deliver free school meals to the homes of students who are self-isolating. However, a family member, who has no symptoms of coronavirus, can come and collect a packed lunch from the Academy's reception.

### **Lettings**

The Academy will not cancel any lettings. It is the responsibility of the person/s who have booked the letting to make the cancellation

### **If the Academy is Forced to Close**

Currently, we are preparing work packs and remote working (to allow students to contact teachers) for all year 11 students. These plans were already in place for Easter revision and teachers will keep students updated with expectations for revision over the Easter holidays. Students in years 7-10 will be given a series of learning tasks to complete in the event of a school closure.

I understand that a school closure could be very difficult for some parents/ carers to manage for example, if you are a member of the emergency services team and would be expected to work in the event of a school closure or if your child has free school meals. Please feel rest assured that we will work with you to ensure your child is safe and well looked after but we are still discussing ways in which we would manage a school closure effectively and appropriately for students, staff and parents.

I would like to thank you for your continued support and hope that we can work together to support all our students, especially our year 11 cohort as they embark on their GCSE examinations.

Yours sincerely,

Mrs C Stanyer