



3rd June 2020

Year 10 Parents' Update

The following document provides parents / carers of year 10 students with information regarding the proposed re-opening of Woodham Academy from the 15th June 2020. Once you have had the opportunity to read and discuss the document, complete the survey link at the end. This survey will be used as a final indicator of which students are coming into school. **Please complete the survey even if you submitted a response last week.**

What will the education look like?

All students will attend school for one day per week. It will be in addition to their on-line learning (they will still receive work from every lesson to complete at home) This will mean that approximately 30 students will be in school each day, with class sizes of around 10 students, but often smaller. Each student will typically receive:

- 1 x Maths lesson
- 1 x Science lesson
- 1 x English
- 1 x French (if taken)
- 3 x options

The emphasis in each lesson is to consolidate the work covered whilst studying at home. It will provide all students with the opportunity to ask questions, get help and secure their learning. We all realise that working from home is not the same as having an expert in front of you. Having this face to face contact will help teachers establish what students have learnt, but also help students understand how to improve whilst at home.

The School Day

Monday, Wednesday, Friday		Tuesday, Thursday	
Arrival	8.50	Arrival	8.50
Lesson	Time	Lesson	Time
1	09.00 – 09.40	1	09.00 – 09.45
2	09.50 – 10.30	2	09.55 – 10.40
Break	10.30 – 10.45	Break	10.40 – 11.00
3	10.45 – 11.25	3	11.00 – 11.45
4	11.35 – 12.15	4	11.55 – 12.40
Lunch	12.15 – 12.45	Lunch	12.40 – 13.15
5	12.45 – 13.25	5	13.15 – 14.00
6	13.35 – 14.15	6	14.10 – 14.55
7	14.25 – 15.05		

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The school day is slightly different on Monday, Wednesday and Friday, due to the nature of students' timetables. All parents / carers will receive a text message in the week before starting school to clarify which day their child is scheduled to come in.

Safety / School procedures

Firstly, and to repeat what we have said since the outset of school closure, safety is our absolute priority. All of the measures we have taken to ensure the school is as safe as possible have arisen from a combination of government documentation, Department for Education guidance, governor's meetings, teaching union recommendations and staff forums.

Social Distancing	<p>Students will be expected to maintain a 2m social distance at all times. This will be outlined in an assembly with the headteacher on their first day, in addition to all of the other expectations of students.</p> <p>Class sizes have been designed to ensure that social distancing is possible within classrooms</p> <p>Total student and staff numbers per day are the lowest possible in order to facilitate the education model</p>
Hand washing / sanitation	All students and staff will wash their hands before entering school. For students, this will be in Student Support and under the supervision of staff. Every student and member of staff will use hand sanitiser on entering every room. This will be placed on the nearest desk to the door.
Cleaning	The school will be thoroughly cleaned every day. In addition, every room will only be used once per day, reducing the risk of cross contamination. Each room will be equipped with additional cleaning and sanitation products.
Doors / handles	Doors will be propped open whilst students are on the move in order to prevent handles being touched. Fire doors will be closed once the lessons have begun, but reopened for change over.
Uniform	Students will be expected to wear their school trousers / skirt and school shirt. We want to create as 'normal' an environment as possible, but ties and blazers increase the chance of cross contamination. Where students wear a coat to school, these would be placed under desks.
Equipment	It is vitally important that students bring their own equipment to school. (pen, pencil, ruler) Sharing of equipment will not be permitted. Each student will receive a new book, which will be required every day they are present.
Break / Lunch / Water	<p>The canteen will not be open at any point during the day. All students must bring a packed lunch. Students eligible for free school meals will still receive their vouchers, which are to be used to purchase lunch before coming to school. All students must provide their own water / drinks, as water fountains will not be available in school. We would ask that no students go home for lunch.</p> <p>Break and Lunchtime will be spent outdoors (undercover if raining) with staff monitoring social distancing.</p>
Line – up (2m apart)	Students will line up on the school yard behind maths after every lesson. 10 minutes has been allocated between lessons to allow students to go to the toilet if necessary. Line-up will help with orderly lesson change over, with students moving outside the building as soon as possible, thus avoiding corridors inside school where possible.

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Toilets	Toilets will be cleaned regularly during the day. 10 minutes has been allocated between each lesson to provide students with the opportunity to use the toilet. We will ask that students do not use the toilets during lessons wherever possible. Girls will use the toilets in student support Boys will use the toilets in maths
Student / staff showing symptoms	Due to the 'bubble' which is being created each day, isolating everyone if necessary is quickly achievable. Where someone began to show symptoms during the day, or indeed received a subsequent positive test for COVID19, the entire daily bubble would be isolated from the school site and not permitted to return until evidence was provided to show a negative test result. The COVID19 test is available for all pupils and staff, with test results being returned within 48 hours (correct at 3 rd June)
Transport	All students need to make their own way to school. No transport will be provided. If parents / carers are dropping students off in their cars, they are to use the turning circle at the front of school and not get out of the car themselves. Parents / carers are to leave site immediately.
Access to school buildings	If it necessary for a parent / carer to access the school building, this is only to be done with an arranged appointment. The school office will be open in order to do this (01325 300328)
Leaving school / student collection	Students will leave school at the times identified above. We will ask that strict social distancing rules are applied. If parents are collecting students in their cars, they may access the turning circle but must wait inside their vehicles.
General expectations and student conduct	Our staff have the highest possible expectations of our brilliant students. When they return, we want them to feel as comfortable and relaxed as possible, whilst acknowledging this is not 'normal'. We are very confident that as a community, everyone will pull together to ensure we all take responsibility for ourselves and each other. If this happens like we are confident it will, the environment at school will be productive, positive and most importantly, safe.
School closure	In the event that the school needs to be closed, parents / carers will be informed as soon as possible. Students' safety will be the main priority.

A final decision on school reopening will be made at a full governors meeting on Friday 12th June, although if there are no significant changes to government or local authority advice, school will open on Monday 15th June (parents / carers would be notified via text messages and web-site if we **could not** open on the 15th).

Finally, now that you are in receipt of our plan on how school will reopen for your children, please complete the survey below, so that we have a final list of students who we expect to attend. The lists that we create will be strictly contained within each daily 'bubble', with no cross over between days. Parents / carers who fail to respond will receive contact from school accordingly.

<https://forms.office.com/Pages/ResponsePage.aspx?id=iJrtcFPgd02w1-6qDr3V6NuoVA1Z71JAhtxJC3eFUVUQ0EwQTVDNFE1TEFDSFMwRIY5MUdVNkcyQS4u>

Deadline: Monday 8th June 2020, 9.30am

Stay safe,



Andrew Bell
Headteacher

Further information available at: <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/closure-of-educational-settings-information-for-parents-and-carers>