

KFA/CS/SLT/Covid-19/March Reopening/Yr11  
26<sup>th</sup> February 2021

Dear Parent / Carer

**Full Reopening of the Academy – March 2021**

The Government has confirmed that schools will be open full time, to all students from March 8<sup>th</sup> 2021. The Academy has been carefully risk assessed and measures are being implemented to ensure a safe environment for students and staff.

**The provisions set out in this letter have been employed following clear guidance from the Department for Education and Public Health England.**

Please take the time familiarise yourself with the detailed arrangements set out below as the arrangements for March differ from usual Academy procedures and routines.

**Arrangements for returning and arrival and departure details.**

In order to settle all Year Groups successfully back into the academy and to operate the lateral flow testing, we will be operating a phased return. In accordance with Government guidance we will continue to operate a staggered start and end of the day in order to keep groups apart as they arrive and leave the academy.

All students will be offered 3 lateral flow tests on-site 3-5 days apart to detect any asymptomatic cases within the school community. It is estimated that 1 in 3 people who have the virus have no symptoms but can pass the virus on. We will share the testing processes and procedures with the students via video so they know what to expect. After the on-site testing students will be supplied with home testing kits to be used twice a week. Further details will follow when we send these testing kits home with students.

To provide testing consent if you have not already done so please follow this link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=AwcgPwucykSiDAkwWtt6ZDHIvIh6YNHkrtOIQ75vTRUMldWUDk5TERNU0IUUjRZMVdNQTFKwJVaSC4u>

The details for Year 11 are as follows:

Date	Start Time	End Time	Academy Entrance / Exit Point
Friday 5th March 2021	Lateral Flow Testing - please book an appointment time via the SchoolGateway app or by following this link: <a href="https://winifredholtbyacademy.schoolcloud.co.uk/">https://winifredholtbyacademy.schoolcloud.co.uk/</a> Slots are available from 12.15pm to 3.15 pm. After being tested students will return home and continue to work from home for the day.		
Monday 8 <sup>th</sup> March – Tutor Groups: RHO, VT, GRU, VAS, RMM	8.30 am	3.15 pm	North playground doors

Headteacher: **Mr M Brown B.Sc (Hons)** | Winifred Holtby Academy

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Date	Start Time	End Time	Academy Entrance / Exit Point
Monday 8 <sup>th</sup> March- Tutor Groups: PMI, RFO, RPI, JNA	9.15 am	3.15 pm	North playground doors
Monday 8 <sup>th</sup> March – Tutor Groups: PST, AEM, SWS	10.00 am	3.15 pm	North playground doors
Tuesday 9 <sup>th</sup> March <u>onwards</u>	8.30 am	3.15 pm	North playground doors
<b>Please note:</b> The staggered day arrangements will remain in place until further notice and will be reviewed in the light of any additional Government guidance that we receive. Year 11 students can access the building from 8.20am to be in classrooms by 8.30am.			

**Attending school on time is vital** because there are staggered start times for different Year groups to ensure that there is little or no contact between them. Staff will be on hand to guide and direct students upon their return into the Academy.

**On Friday 5<sup>th</sup> March, work will be set on Microsoft Teams for the students to complete.** Year 11 teachers will not be teaching live lessons on this day. Face to face teaching of year 11 will resume at 11.20am on Monday 8<sup>th</sup> March (lesson 3).

**The guidance on the use of Face Coverings has been updated by the Government.**

In line with the updated guidance it is now recommended that students and staff wear face coverings in classrooms or during activities unless social distancing can be maintained. Therefore, based on this latest guidance, we will require students to wear a face covering in lessons, as well as on corridors and indoor social areas, unless they are medically exempt from doing so. This decision is based on the principle that we are following the Government’s advice and taking every precaution to reduce transmission of the virus. In further, full accordance with the Government’s guidance, this will be kept under review until Easter, when we will communicate with you again on the matter.

**Classrooms, toilets and movement around the academy**

Year 11 will be based in their own area of the academy with designated toilet facilities that are regularly cleaned and sanitized. Each Year 11 group been allocated a classroom base in which they will take many of their lessons but there will be movement to specialist areas when this is required by their GCSE option subjects. All classrooms in use have been modified to minimise the risk of Covid 19 transmission. **Students must not enter areas of the Academy designated to other Year groups.**

**Break time and Lunch**

At break and lunch time, all students will be required to stay within their own zone inside and outside the academy. They will be encouraged to use the outdoor space on the North Playground to get some fresh air. We have put additional measures in place in the dining areas to support social distancing. These will be shared with the students via video next week.

Hot and cold food will be available from the serveries in your child’s designated social area. Alternatively, they can bring their own packed lunch into school. Students will be able to use the finger print payment system at serveries because approved hand sanitization equipment is incorporated into the payment process.

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Our water fountains are currently out of use. Please ensure that your child brings their own drink each day. Whilst in the academy, students are permitted to drink fresh, still water or diluted cordial drinks. Carbonated (fizzy) drinks are not permitted.

### Departure

On leaving the academy via the North playground doors and the North Point / Midmere gate, we will strongly encourage students to return home promptly.

Parents and Carers are not permitted to enter the school site without appointment, the only exception being a car park drop off. If you are collecting your child please arrive just before the time indicated and please leave the site promptly once you have collected.

### Safety and Hygiene Measures

In order to reduce the risk of transmitting the Coronavirus, we have undertaken significant measures that will affect the way in which we all operate. In the interests of public health and safety these measures must be adhered to;

- We will ensure cleaning of hands more often than usual. Each classroom will be equipped with hand sanitisers and children will wash their hands thoroughly for 20 seconds with running water and soap at regular occasions throughout the day (on arrival, at break, before and after lunch, and at the end of the day).
- Students should avoid physical contact and staff will remain socially distanced from Students wherever possible. If staff need to provide personal care to students they will wear PPE.
- We will ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- All classrooms will be cleaned thoroughly before students arrive and daily after they leave. Where possible, frequently touched surfaces (desks, door handles etc.) will also be cleaned during the day as will dining and social areas after every use.
- Access to the school grounds and buildings will be severely restricted to anyone other than staff or children. Other than to drop your child off in the car park area, you will not be permitted to enter the school site unless there is an emergency and you are invited to do so by a senior member of staff. If we have cause to speak to you about your child, we will do this by telephone.

### Response to COVID-19 Infections

- If a student or member of staff develops symptoms consistent with Covid 19 whilst in the Academy they will be isolated until such time as they can safely go home.
- If a student or member of staff develops symptoms consistent with Covid 19 outside of the Academy they must not attend school.
- In either case the individual must self-isolate and book a Covid 19 test with the NHS.  
**Academy staff need to be informed of the result.**
- If the test result is **negative** students can return to school once they are well enough to do so. If they continue to feel unwell they should avoid contact with others.
- If the test result is **positive** students must stay at home and self-isolate for 10 days from the onset of symptoms. Other household members should self-isolate for 10 days.
- In the event of a student or member of staff testing **positive** the Academy will send home anyone who has been in close contact with them and all will be required to self-isolate for 10 days.

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## Behaviour and Expectations

- Our Behaviour Policy has been updated and can be found on our website. Please take the time to familiarise yourself with this policy and discuss its contents with your child.
- All students have been allocated into a year group bubble. This means they will have a specific teaching area and a specific social area. All students will be expected to adhere to strict social distancing measures and refrain from entering any areas allocated to a different bubble.
- Students must not make any physical contact with each other and maintain social distance wherever possible. Students must remain at least 2 metres from staff at all times.
- In relation to COVID 19 the following behaviours will not be tolerated and will result in a Fixed Term Exclusion.
  - I. Persistent refusal to follow any rules put in place to minimize the risks associated with COVID-19. These include remaining in allocated areas and hand washing
  - II. Purposefully coughing or spitting towards a student or member of staff (please note, the police may also be contacted if this happens)
  - III. Any behavior that requires physical restraint

I am sure you will appreciate that all of these arrangements, amendments and restrictions are necessary to protect the health of students, staff and the wider community. At the same time these measures support the delivery of effective teaching and learning and allow for purposeful social interaction between students in the same year group.

We look forward to welcoming all of our students back into the Academy from March 8th.

Yours faithfully



**Mrs K Farmer**  
Deputy Headteacher

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