



2 September 2020

Dear Parents and Carers

We hope that this message finds you all safe and well and that you have had an enjoyable and safe summer break. We are really looking forward to having all of our students back to school - we have missed them very much.

In readiness for school reopening we wanted to remind you of the guidance that was issued before we broke up about the expectations for our return but to also update you on the issue of face coverings following the Government's announcement this week that they should be worn in school at certain times. It is very important that for the safety of all staff and students that these guidelines are adhered to and I know that you will support us to ensure that your children are clear about these expectations.

In order to ensure a safe return to the academy for all students and to allow everybody to get used to the new routines there will be staggered return for each year group. This will also allow a transition period for our new Year 7 intake and time for students to adjust to our new health and safety measures. Students should attend from the following dates/times:

Year Group	Start Date	Start Time	Finish Time	Entry/Exit point
Year 7	Thursday 3 September	8.30am	3.00pm	Main Entrance
Year 11	Thursday 3 Sept	*10.00am and then 9.00am each day	3.45pm	Leisure Centre Side-gate waiting near the library entrance
Year 9	Monday 7 September	8.40am	3.15pm	Leisure Centre Side-gate waiting near the library entrance
Year 10	Monday 7 September	8.40am	3.15pm	The Avenue Road gate waiting near the outside dining room door.
Year 8	Tuesday 8 September	8.30am	3.00pm	The Avenue Road gate waiting near the outside dining room door.

Students will then be directed by staff to move to a zoned area of school where all their lessons will take place. It is important that students follow these directions and do not mix with students from other year groups. Students are arriving at different times and they are to use different entrances. It is very important that students stick to these arrangements and that they are punctual to school. Parents are not allowed on site without making an appointment first. If you wish to communicate with school it should be via phone call or email in the first instance. If for any reason your child arrives late to school, then they should enter school via the main entrance.

Students are expected to be in full uniform and behaviour should be exemplary at all times. They need to have the correct equipment as we will not be able to let them borrow pens/pencils etc. Equipment will be available to purchase from the school office and contactless payment must be made via Wisepay. There are new guidelines about our expectations regarding the use of hand sanitiser, movement in and around the classroom/school site and it is essential that this is adhered to. There will be very serious consequences for any breach of health and safety. The changes to our behaviour policy are available on our website.

With regards to face coverings from Monday 7 September all students and staff (who are not exempt on medical grounds) should wear a face covering in the following contexts:

- On school buses and public transport
- When arriving in school, they should be worn until students reach their classroom
- When walking in corridors and when using the toilet
- When leaving school at the end of the day
- In communal areas where it would be difficult to maintain social distancing

Face coverings are not required to be worn in the classroom or outdoor areas.

Face coverings should be single coloured fabric masks rather than disposable as these can be washed daily. The face masks should have elastic ties/straps around the ears, and should not be a bandana, scarf or other such item. Designs should be appropriate for school and in no way offensive.

An individual, sealable plastic bag should be used in which to store the mask when not in use. The mask should be removed by the ear straps, not by touching the main section which covers the mouth and nose. Students should sanitise their hands before putting on and after removing their mask. Hand sanitiser is available in school but students should also carry their own so that they can follow these guidelines outside of classroom areas.

For further information about the use of face coverings please see <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

As we return following the extended closure may we also take this opportunity to remind you that our Trust safeguarding policy is available on the academy website alongside safeguarding information for parents and carers and a number of links where further support can be accessed. Additionally, if you are worried that a child is at risk of harm, you should contact our Designated Safeguarding Lead, Mrs Kirsty Kuffour, or a member of the safeguarding team at the academy. In addition to the information provide on our website, further safeguarding information is available to parents and carers at www.lincolnshire.gov.uk/lscb; www.nspcc.org.uk; www.ceop.gov.uk or via the Lincolnshire Customer Service Centre 01522 782111.

Thank you for working with us to continue to make school a safe place for everyone.

Yours sincerely



Mark Fowle
Interim CEO