



Joseph Leckie Academy

16th July

Dear Parents/Guardians/Carers

September 2020 Year 7 Return to School and Key information

I am writing to you to explain how the Academy will reopen safely in September following Government guidance being released. I appreciate that this letter is lengthy, however I need to provide you with the necessary information you will need to plan for September 2020.

Government Guidance

It is the government's plan that all children and young people, in all year groups, will return to school full time from the beginning of the autumn term. Scientific evidence shows that coronavirus (COVID-19) presents a much lower risk to children than adults. Of course, there will still be risks while coronavirus (COVID-19) remains in the community, and that is why we will be putting in place a strict range of protective measures. In order to effectively manage the risks, things will need to be a bit different when children return to school for the new academic year.

I wanted to update you all on our planning for full re-opening of the Academy in September. This is still being finalised but I am aware that you will need to be making plans regarding your own work arrangements, childcare and what to purchase over the summer holidays.

To help with your planning, I am pleased to confirm, we are aiming to achieve the following structure but please keep an eye on the website for further updates and any necessary changes.

- The Academy will be open **full time from September** and the times of the Academy are included in the Academy Day which is included in the letter.
- To prepare your child, as I mentioned in my last letter we have a Transition section on the website. You will find activities for your child to do and a virtual video that will be useful to watch to find out information and to familiarise yourself with some of the key staff.
- However, there will be a **staggered start to the new school year** with different year groups on different days. This will help us to support your child's transition into the Academy and ensure they are fully aware of the changes we have made. Arrangements that are in place for everyone's safety and also to support your child as we were unable to provide any transition days. **Please ensure that you read these arrangements carefully at the end of this letter.**
- We intend having Year 7's in on the first three days so that they can settle into the Academy when there will be less students on-site so they can experience some transition activities and have chance to settle and feel safe and secure.

Joseph Leckie Academy

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- They will spend much of this time with their Form Tutor and Head of Year so that they can get to know each other as their form tutor is a key person in the Academy they can turn to when they need help and support. They will also meet other key staff during these days.
- All students are encouraged to eat a healthy breakfast before arriving in school, however, there is a breakfast club available from 8am and food will be available to purchase at break time if they wish. **Breakfast club will commence on Monday 7th September.** A selection of hot and cold lunch items will be available in the canteen at lunchtime to purchase or for free school meals. Please see the Academy Day attached.
- From September 1st we will operate a **completely cashless system** for all students and it is essential your child has credit on their ParentMail account prior to purchasing food. More details are on the Academy website Transition page or Catering or Academy Apps.
- **All students will be expected in full uniform.** You should have received details of this in my last letter and your pack. Please see the uniform poster you received in the last pack or refer to the Academy website. If you purchased a blazer with no Academy badge, this will be issued free of charge on the first day.
- Your child will be issued with an **Identity Badge** on their first day which they will be expected to wear at all times on the lanyard provided. This is important for ease of identification to ensure their safety and to keep their year bubbles separate. Your child will have their photograph taken on the first day for our in-house purposes only.
- **In this pack you will receive a Tie and the colour of this tie represents your child's House colours. Please select the PE Top with the same colour.** Hercules – Green; Orion – Blue, Perseus – Red, and Zodiac – Yellow. If you requested a hijab this will also be included in this pack. If you have a blazer with no Academy badge we can provide this on their first day.
- In addition, this pack contains a parent transition booklet to give you some important information.
- We will be using a number of different entrances for **drop off and pick up so please ensure you ensure that you drop your child off at the Lord Street gates. Please check their timetable so you know where they will depart from.**
- You will receive their timetable on their first day therefore for the first day, please collect your child from Lord Street exit.
- Where siblings arrive together please ensure they have enough time to walk around to the correct gate as they will not be allowed to enter together. They will also exit from different gates at the end of the day.
- If you have other children in the Academy, you will receive a similar letter with specific days on which they will return during the week. This will also be on the Academy website.
- You can drop your child off at the designated gate but will not be able to come onto school site and you should ensure you maintain social distancing from other parents and students.
- Students will operate in year group bubbles and they will have **designated areas at break and lunchtimes and they must not mix with other years in other areas.**
- Students must maintain social distancing of 2m from all adults and at least 1m distance from each other.
- There will be enhanced cleaning throughout the Academy but all staff and **students must regularly clean their hands**, including when they arrive at school, when they return from breaks, before and after eating using soap and water or hand sanitiser.
- They must ensure good respiratory hygiene, we promote the '**catch it, bin it, kill it**' approach.

- Please ensure that you have read the **student rules/protocols**. Your child must follow these rules in addition to the usual Academy rules in the Positive Behaviour Management Policy for everyone's safety. Both of these are on the Academy website.

Curriculum

Changes we have made to our Academy in preparing for September will not reduce the teaching time and we will continue to provide an ambitious and broad curriculum whilst acknowledging that some catch up will be necessary from what they have missed during the last months at Primary school. We will also make plans for the continued provision of remote education where needed, to ensure that if your child is off ill or is instructed to self-isolate again in the future they are given the support they need to continue learning.

Behaviour Policy & Student Expectations & Protocols

There will be amendments to the Academy behaviour policy which will reflect the rules that are required from the autumn term. Students will sign a behaviour contract when they return. Full details of the Protocol and the amended policy will be available from September on the website.

Health

Please ensure that if anyone in your household has COVID-19 symptoms, your child does NOT attend school. Any child or staff member who develops symptoms in the school day will be sent home immediately. You must follow the Government guidance 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' If anyone in your household is displaying any symptoms of COVID-19, or has tested positive, you MUST inform school by telephone. See full details at the bottom of this letter.

Attendance

The government has advised that attendance will become mandatory again from the beginning of the new academic year. This means that the legal duty on you as a parent to send your child to school regularly will apply from September 2020. We are also mindful of the challenges some families have faced through this period of lockdown. If your child falls into an extremely clinically vulnerable category or remains under the care of a specialist health care professional, you should discuss their care before returning to school in September and talk to your Head of Year about the situation. Where children are not able to attend school, as parents are following clinical and/or public health advice, they will not be penalised – we will work with you to try to maintain your child's education throughout the time they are away from lessons within the restrictions of any health issues. If your child falls into one of these categories, please do not hesitate to contact the Attendance Team or your child's Head of Year for further guidance.

Return dates in September

You should find details of their form tutor and their form room in the Keith Whittlestone Building included in this pack. It is important they remember this for their first day.

Please take a note of when your child will be returning.

Tuesday 1st September:	Staff Training Day
Wednesday 2nd September:	Year 7 at 8.30am arrive via Lord Street entrance. Leave via Lord Street entrance
Thursday 3rd September:	Year 7 at 8.30 arrive via Lord Street entrance Leave via Lord Street entrance

Friday 4th September: **Year 7 at 8.30** arrive via Lord Street entrance
Leave via Lord Street entrance

Monday 7th September : **All year groups return at 8.30** for form time to commence at 8.40.

As the Academy receives updates during the summer, we will continue to keep you informed via the Academy website. Although, school is closed over summer staff are still working hard during the holidays to ensure a smooth start in September. Please be aware that all of our decisions are subject to any imposed localised or wider restrictions or further information from the government.

We will work together in September to move forward to make sure your child gets the great and safe education they deserve.

Yours sincerely

Rachel Cook
Acting Principal.



Joseph Leckie Academy

COVID advice:

What are the Symptoms:

The main symptoms of coronavirus are:

- high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal
- In addition, however, Public Health England have advised us that we should also be aware of the following symptoms: D = Diarrhoea, V = Vomiting, ST = Sore Throat, H = Headache, N = Nausea,

If you have one or more of these symptoms, you must self-isolate straight away for 7 days – or longer if you still have symptoms other than cough or loss of sense of smell/taste.

If you become ill in school or at home you **MUST** book a test. You will not be able to return to school until you have been tested. The attendance team will advise you on this.

If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

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