

Headteacher: **Mr P. Quirk**

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Co-op Academy
Failsworth

May 2020

Dear Year 10 Parents / Carers

I am writing to update you, following my letter on Friday 15th May, with regard to the Academy facilitating some face-to-face provision for Year 10 students. As of yet we do not have an exact date for this to commence because we are still receiving updated Government guidance almost daily which I am ensuring we follow. The latest guidance for parents from the DFE is: <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

We are proposing that Year 10 students come in once per week and we will let you know which day this is at a later stage. I am anticipating giving you an update after the May half term but this will be after the 1st June.

This support will help students to cover their curriculum and bolster their home learning. Students would be in groups of 30 coming on to the site for either a morning or afternoon session. Over the two weeks they would cover all their subject areas.

We will operate a 2 week timetable and students will come in on the same single day each week. In the first week we will offer core subjects (Maths, English, Science, PE/Citizenship and a tutorial / home learning session). In the second week we will offer Option A, B, C plus a tutorial / home learning session. The timings will be slightly different on each week. Students will be allocated either a morning or afternoon slot on their particular day. Once we have allocated this it will stay the same, for example, 'Wednesday am group' or 'Thursday pm group'.

Week 1 timings will be:

	e.g. Monday – Group 1 of 30 students – AM session	e.g. Monday Group 2 of 30 students – PM session
Arrival	8.25 for 8.30	10.45 for 10.55
Period 1 - incorporates family time	8.35 - 9.25	11.00 - 11.50
Period 2	9.25 - 10.15	11.50 - 12.40
Break / Lunch	10.15 - 10.25	12.40 - 1.00
Period 3	10.25 - 11.15	1.00 - 1.50
Period 4	11.15 - 12.00	1.50 - 2.35
Tutorial and Staged EXIT	12.00 - 12.15	2.35 - 2.50

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Week 2 timings will be:

	e.g. Monday - Group 1 of 30 students - AM session	e.g. Monday - Group 2 of 30 students - PM session
Arrival	8.25 for 8.30	10.45 for 10.55
Period 1 - incorporates family time	8.35 - 9.25	11.00 - 11.50
Period 2	9.25 - 10.15	11.50 - 12.40
Break / Lunch	10.15 - 10.25	12.40 - 1.00
Period 3	10.25 - 11.15	1.00 - 1.50
PSHE / Home Learning / Tutorial and Staged Exit	11.15 - 12.05	1.50 - 2.40

We will be operating in a very different way to how we normally do. Each of the groups of 30 students will be split across at least 6 groups for their Core subjects and they will be split across even more groups for options. This will create very small groups in school.

Some (but not all) of the procedures and practices that we will be operating in school are:

- Hand sanitiser on entry to the Academy
- Hand sanitiser available in each classroom
- We will only operate in a small number of rooms
- Our site team will extensively clean the specific rooms used on a frequent basis and they will focus on high contact areas such as door handles and hand rails. We have been operating in this way since we reopened for key worker and vulnerable students on the 23rd March.
- Students will move between classrooms but we will limit this as much as possible
- Students in the AM group will be in downstairs rooms and students in the PM group will be in upstairs rooms. This ensures they do not meet when the timings overlap.
- A one way system will operate in parts of the Academy
- Clear social distancing markers as appropriate
- Only 30 students on a break at one time
- Grab bag only catering service to start with. Students can still bring in their own lunch
- Students to bring in their own water bottles or purchase this from within the Academy as water fountains will not be operating
- Students on FSM will still use their vouchers from Tesco or the Co-op as they are only in one day per week.
- Good hygiene advice given to all students and areas where they can to wash their hands will be clearly identified
- Students will need to bring in their own equipment as we cannot have students sharing equipment. We will help with any issues.
- Students will be issued their own 'blue folder' and paper that they will use for all lessons
- Uniform is to be worn but no blazers are needed. Jumpers will be optional but are preferable to a coat being worn. All items should be machine washed after they are worn each week.
- In terms of travel to school it may be preferable to walk, cycle or be dropped off. We believe this will be possible as only 30 students are arriving on site at once. If you have to use public transport please travel on a bus or tram where you can maintain social distancing. All students will be asked to wash their hands on arrival.

I appreciate the above list is lengthy and more details will be given to students when we brief them on their first day in.

In order to assess how many students we may have wanting to take up this offer for face-to-face support in Year 10 I am including a link to a survey that I would like all parents to complete (one per student). I essentially need to know how many students would like to take up an offer of very small group support as outlined above. This will help us to make plans for staffing and risk assessments. If you answer 'No' then we will completely understand your decision and you will not be penalised for this view at this time. This is truly a unique and challenging time.

Therefore, please could I ask you to complete this Google survey by 9am on Wednesday 27th May at the latest: <https://forms.gle/mg9EzsuhoXh76dp9>

Can I also please ask you to update us, via the survey, if any details have changed for your son/daughter regarding the following points:

- Your contact details
- Medical Condition changes since we closed in March or that you have not informed us of at the beginning of the year
- Allergies - including hand sanitiser

In addition can you please alert us, also via the survey, if your son/daughter is covered by one of these categories?

- Do they fall into the clinically extremely vulnerable group? Can you provide details as we will not be able to have them back onsite at present.

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

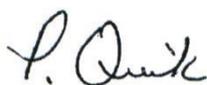
- Do they fall into the clinically vulnerable group? You are advised to seek medical guidance as we may not be able to have them back onsite at present unless you are told they can attend. Please provide details.
- Do they live in a household where somebody is clinically extremely vulnerable? If so, we will not be able to have them back onsite at present. Please provide details.

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

- Do they live in a household where somebody is clinically vulnerable? You are advised to seek medical guidance but it is likely we can have them back onsite if they can follow strict social distancing. Please provide details.

Thank you for your continuing support and understanding at this unprecedented time.

Yours sincerely



Phill Quirk
Headteacher