



KINGSWOOD SECONDARY ACADEMY

Principal: Mrs M Newman

Gainsborough Road
Corby Northamptonshire

Telephone: 01536 741857

enquiries@kingswoodsecondaryacademy.org

www.kingswoodsecondaryacademy.org

 @KingswoodAcad

1st September 2020

Key Information contained in this letter:

Planning for September 2020 – Information for Parents

Dear Parents and Carers

Following the government's announcement that schools will reopen fully in September, I am writing to share with you the arrangements we have implemented to ensure the safety of all staff, students and visitors to the school. These arrangements have been put into place following a robust risk assessment process, evaluation of our operating procedures and building on what has worked since our successful phased reopening for key worker and vulnerable children at the beginning of June.

We are looking forward to seeing all of our students once again, but I would like to reassure you that the safety of our school community is our priority. We will continue to review the arrangements we have already implemented and update you with any changes as and when we make them, taking into account any worries or concerns that parents may have.

I can confirm that school will reopen to all students on **Thursday 3rd September**. We have carried out a full risk assessment to identify the risks associated with coronavirus specific to our school and minimised those risks as far as we are able to. There are certain approaches that the government has asked schools to implement which are essential to reduce health risks. Parents and carers will be asked to:

- Ensure that anyone who has coronavirus (COVID-19) symptoms, or who lives with someone who is showing symptoms, does not attend school - this means if your child, or someone in your household, has symptoms you should not send them to school and contact the school immediately to discuss the situation
- Engage with the NHS Test and Trace process so that cases can be identified and action taken - this means if your child develops symptoms, you should arrange for them to get a test and you should inform school of the results of that test.

All staff and students will have access to testing if they develop symptoms of coronavirus, and rapid action will be taken should any test come back positive to ensure that the school continues to be a safe environment. The affected student or member of staff will be required to self-isolate for 7 days.

We recognise that some of you may have some concerns about your child returning to school especially where children have not been to school for such an extended period of time. We also understand that the past months will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please – in the first instance – contact your child's current or new Form Tutor or Year Team via email or telephone the school office. If your child has an EHC plan please contact our SENDCo, Miss Skorwider, who will support you and your child with their return to school.



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Maintaining a safe school environment

I would also like to take this opportunity to remind you of the preventative measures the school has in place in order to minimise the spread of infection which are fully in line with current government guidance:

- Ensuring everyone cleans their hands more often than usual, including when they arrive at school, when they return from breaks, and before and after eating – this can be done with soap and running water or hand sanitiser
- Displaying coronavirus infection control measures information posters around the school
- Installing alcohol-based hand sanitiser dispensers throughout the school
- Ensuring good respiratory hygiene, by promoting the 'catch it, bin it, kill it' approach
- Enhanced cleaning, including cleaning frequently touched surfaces more often
- Minimising contact and maintaining distance, as far as possible. Guidance states that children should stay within specified separate groups (or bubbles), and through maintaining distance between individuals.
- Where possible, children will sit in rows facing the front of the class.

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection. School uniform Pupils will be required to wear school uniform at school when we return in September.

Dropping off and Picking up

The beginning and end of the school day are the busiest times for children and adults congregating together in one place, so maintaining safe distances within normal arrangements can be a challenge. We have implemented the following measures for when pupils return to school:

- We encourage pupils to walk or cycle to school and avoid public transport where possible
- Cars will not be able to enter the school site for either drop off or pick up
- We will have a strict one way system running around the school site which all students must adhere to at the beginning and end of the day
- When students arrive at school, they will be met by their Form Tutors in designated areas and escorted to their classrooms between 8:20am and 8:30am each day for Form Time with lessons starting at 9:10am promptly.

Students will be allowed onto site and dismissed at the following times to ensure social distancing is maintained:

- Year 7 – Arrive at **8:25am** and be dismissed / picked up at **3:10pm**
- Year 8 – Arrive at **8:20am** and be dismissed / picked up at **3:05pm**
- Year 9 – Arrive at **8:30am** and be dismissed / picked up at **3:15pm**
- Year 10 – Arrive at **8:20am** and be dismissed / picked up at **3:05pm**



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- Year 11 – Arrive at **8:30am** and be dismissed / picked up at **3:15pm**
- 6th Form – Arrive at any time between **8:20am** and **8:35am** and be dismissed / picked up at **3:10pm**

Students who arrive after their Form Groups have been escorted to their classroom will be marked as late and receive a 20 minute detention after school on the same day.

In addition, students in 6th Form will no longer be allowed to leave school site during the day nor leave site early except to attend medical / university / pre-approved appointments and only when agreed in advance with Mr Eley.

Arrangements for break times and lunchtimes

We recognise the importance for all students to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect for all of us settling back into school life, so we have made some adjustments to break and lunch times to ensure they can do so safely. Year groups will have the opportunity to play together in Year Group bubbles at break times and lunchtimes. Our lunchtimes will be 'staggered' and we will be providing hot and cold take-away meals that students will eat in their playground or designated classrooms.

Uniform and Equipment

There have been a small number of changes to our expectations that mean we are better able to ensure cleanliness. Please see below for a comprehensive overview:

1. Black trousers or skirt made of standard material. Jeans, cords, combat-style, hipster and tight-fitting trousers are not appropriate and there should be no studs or zips on pockets. Skirts should be no shorter than knee length and should not be fitted or made of tight stretchy material. As a rule of thumb, trousers and skirts should be modest. Many shops advertise school wear that have studs and zips on pockets or are tight fitting or jeans style. These are still not appropriate
2. A white shirt or blouse which has a fastened top button and is long enough to be tucked into trousers or a skirt
3. An academy tie with relevant year group colour. For students in years 8 to 10, a new tie will be given to you when you return cost free. Students in year 11 should continue wearing their current tie
4. The tie should be long enough to meet the waistband of the trousers or skirt
5. **From September 2020 black blazers with the Academy logo/badge are compulsory for all students in years 7 to 10 and optional for students in year 11**
6. An Academy pullover or cardigan in purple (years 7 and 8) or black (years 9 to 11), with the Academy logo is optional
7. Black or grey socks with black trousers, neutral or black tights with skirts
8. Black leather or leather-style traditional school shoes that can be polished with a heel no more than 2cm in height. No boots or trainers, or trainer-style shoes such as Vans or Converse are allowed. Girls' ballet-type footwear is not acceptable
9. Discreet make-up is allowed. In practical terms, this means no lipstick, eye shadow, eyeliner, false eyelashes, fake nails or coloured nail varnish. Nails should be natural in



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- appearance and short in length. It is far easier to maintain the cleanliness of short natural nails than longer fake or varnished ones
10. Extremes of hairstyle - Only natural hair colour is allowed and no beading or inappropriate shaved designs
 11. **No jewellery.** This includes rings, bracelets or necklaces of any type – a single plain metal stud in the ear lobe is still acceptable but students should not have multiple ear piercings, hoop style earrings, those in the upper ear, ear cartilage, nose, tongue or gum. Viruses have been found to spread on jewellery and so we are limiting the potential for transmission by restricting jewellery

Please note that should a student be found to be wearing inappropriate clothing we will send them home to make the necessary adjustments to their attire, before returning to their learning. The school's decision on this is final.

In addition, all students are expected to have the following equipment:

1. A strong bag (rucksack style, not handbag)
2. The correct stationery, to include: a pencil case, 2 x black or blue pens, 1 x red pen, pencil, ruler, scientific calculator, reading book and planner

For students who do not have the full correct equipment, they are able to purchase equipment from student services for significantly less than the retail prices in shops.

Uniform and equipment will be checked every morning in Form Time and will be followed up with detentions of 20 minutes after school with the Pastoral Team for those who do not bring in the correct equipment necessary to get them prepared for the day

If you are in receipt of free school meals and require support with the purchase of an academy blazer, please contact Mr Sanderson in the first instance.

Support for Students

We do not underestimate how difficult the recent months have been for us all and we all will have been touched in some way by the coronavirus pandemic. We recognise the need to focus on student's emotional wellbeing as well as their return to learning. The following support is in place for students as they return to school:

- A balanced curriculum with a focus on key skills as well as creative and physical opportunities
- Re-establishing clear routines for learning and our behaviour expectations – with COVID-19 posing significant challenges, our expectations on behaviour will be higher than ever to ensure everyone remains safe and more importantly, learning can continue as quickly as possible
- Clear and familiar school routines with a focus on embedding our RISE Values and 'The Kingswood Way' into all that we do
- Continuing with handwashing and hygiene that children will have been used to throughout the period of lockdown and reminders of how we can all keep ourselves safe, e.g. a no touching rule



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- Opportunities to talk and share thoughts and reflections on the impact that coronavirus (COVID-19) has had on us and also looking ahead at hopes for the future
- Individual support from our pastoral team where required

Attendance

From September, the government has stated that attendance will be mandatory for all children and, therefore, all children should return to school. The legal duty is on you as a parent to send your child to school regularly.

A small number of students will be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves, or because they are a close contact of someone who has coronavirus (COVID-19). If your child is unable to attend school for this reason, you should contact school and advice will be given about what support is available in terms of remote education.

Shielding advice for all adults and children ended on 1st August, subject to a continued decline in the rates of community transmission of coronavirus. This means that the small number of students who remain on the shielded patient list can also return to school, as can those who have family members who are shielding.

Some students will no longer be required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school in September.

Where children are not able to attend school as parents are following clinical and/or public health advice, the absence will not be penalised although we will need to discuss this with you.

I hope that these arrangements provide you with the information you need to support your child's return to school. If you have any questions or concerns, please do not hesitate to contact your Year Head or call the school office. I would also like to take the opportunity to thank you for supporting the school over the past months and supporting your child with their home learning, and look forward to seeing everyone in September.

Yours faithfully



Michelle Newman
Principal



Dan Scallan
Acting Deputy Principal