

# Bredon Hill Academy

*Learning Together for Success*

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**14 July 2020**

Dear Parents and Carers,

**September 2020**

***It is the Government's plan 'that all pupils, in all year groups, will return to school full-time from the beginning of the autumn term.'* (2 July 2020).**

Over the last week, we have been dissecting the latest Government guidance to make plans for the return of all of our pupils in September. At the heart of our plans is the safety and wellbeing of our Bredon Hill community. It is clear that we will need to introduce changes that will feel different for everyone however our aim is to do this in a calm and supportive way. We will do all that we can to make school welcoming, happy and as safe as can be. We may be entering a 'new normal' in terms of routines but it is our sincerest hope that everyone settles as quickly as possible.

From September 2020, attendance is once again compulsory and we are instructed to report attendance figures to the Department for Education.

I have outlined our September 2020 changes below. Please bear in mind that these are temporary changes and we will adapt our procedures as further directives and guidance are issued. We will keep you updated.

## **Bubbles**

Pupils will be in Year Bubbles and will be predominantly taught in tutor Bubbles. We will introduce zoning across the school site with each Bubble (Year Group) allocated to a different zone. Pupils will remain in their zone as far as possible.

**Year 8 Maths Block, DT Block, lower field and areas around maths block.**

**Year 7 Floors 2 and 3 of the Tower, bottom half of main field and playground.**

**Year 6 Floor 1 of the Tower, Rooms 8 and 9, top half of main field and courts.**

We have produced a map of zone areas and we will ensure that all pupils know their zones.

## **Changes to Start and End Timings to the School Day**

In order to ensure the safe arrival and departure to and from school, there will be a staggered start and end to the day. This will help us to minimise contact between Bubbles and will help to prevent groups of pupils gathering. We also envisage more parents and carers choosing to use their own car to drop-off and pick-up their child and this combined with 13 buses will add to the current congestion.

Unfortunately, we are not in a position to confirm timings at the moment as we are waiting to hear from County Transport. Our initial plans are as follows:

### ***Start of the School Day:***

School buses and public service buses to arrive between 8.00 and 8.15pm.

'Cars' to arrive between 8.15 and 8.45pm. (Year groups to be given time slots.)

Walkers to arrive from 8.20am.

### ***End of the School Day:***

School buses to depart between 2.30 and 2.45pm.

'Cars' to arrive between 2.45 and 3.10pm. (Year groups to be given time slots.)

Public service buses (540 Evesham and 540 Tewkesbury) to depart at 3.10pm.

Walkers to leave at 3pm.

I will confirm timings and provide additional details regarding bus travel as soon as possible.

County Transport will issue timetables.

## **School Uniform**

Pupils will be expected to wear their school uniform. Government guidance says that uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. Please see uniform lists on our school website.

## **Structure of the School Day**

The structure of the school day has been adapted to account for a staggered start to the day and for staggered break and lunch times. This is to avoid year groups from mixing and to keep movement around the school site to a minimum. Timings will vary from year group to year group. Break and lunch times are slightly shorter so that teaching and learning time is not affected.

## **Teaching and Learning**

Pupils will mainly be taught in their tutor groups with no more than 30 pupils. Desks will be arranged facing forward in rows to limit face-to-face contact. Learning groups may be introduced in some core subjects but pupils will remain in their zone area. Each form group will be taught most of the time in one room minimising the need for movement around school. Teachers, rather than pupils, will move to different classrooms. On occasions, there may be a need for a specialist

classroom, such as a lab. Here movement will be carefully managed using our one-way system. Each pupil will receive their timetable. We will continue to offer a broad and ambitious curriculum although some subject areas will have to adapt to adhere to rules in place. For example, guidance says no singing in music and no contact sport in PE. Again as the DfE issue New curriculum guidelines, we will update you. Teaching Assistants will continue to support in subject areas and support any social, emotional and wellbeing issues.

### **Extra-Curricular Activities**

Initially, there will be no extra-curricular clubs. We are keen to get these going as soon as possible as we recognise how important these are to our pupils.

### **Communication**

Unfortunately, we are unable to allow parents on site. Any communication will need to be via e-mail or phone calls to the school office.

### **School Kitchens**

The school kitchens will be open but will initially offer a reduced menu of packed lunches. Pupils may order a packed lunch, which will be delivered to their classroom. Free School Meal pupils will be entitled to a packed lunch. Pupils can order a packed lunch each morning during Form Time. Lunch provision will be reviewed after two weeks and our aim is to extend the menu.

The school kitchen will be closed at break time so drinks, toast and crumpets will not be available. Pupils will need to bring their own morning snack and drink. This will be reviewed after two weeks.

### **Health and Safety**

- Each classroom will have a sanitiser station located near the door. Pupils will have opportunities to wash their hands or sanitise throughout the day, including before entering classrooms and before and after lunch.
- There will be sanitiser, spray, gloves and cloths in all classrooms.
- Pupils will not be able to use lockers and will need to keep their belongings in their bag under their allotted desk.
- There will be pedal bins in all classrooms.
- Windows and doors will be open for ventilation.
- There will be a one-way system in place in the Tower block to minimise contact.
- We will encourage good respiratory hygiene by regularly promoting 'Catch It, Bin It, Kill It'.
- At the time of writing, Public Health England and the Department for Education do not recommend the use of face coverings in school.
- We have introduced enhanced cleaning, including cleaning frequently touched surfaces often using standard products such as detergents and bleach.
- We will encourage pupils to maintain social distance wherever possible.

## What will Pupils Need?

- A pencil case including colouring pens or pencils and a glue stick. It is important that pupils are well equipped so the need to share resources is as limited as possible.
- A packet of tissues.
- If possible, a small bottle of hand sanitiser.
- A reading book. (The school library will be closed.)
- A snack for morning break. (The kitchens will be closed at break.)
- One or two bottles of water; enough for the day. (The water fountains will not be in use. Bottles of water can be bought for 50p.)
- A packed lunch or pupils may order a packed lunch each morning at Tutor Time. (Paid through ParentPay.)

## Key Points

- No parents, carers or other visitors will be allowed to enter the school building.
- Our risk assessment will be continuously reviewed. If identified risks cannot be mitigated should any circumstances change significantly, children and staff will be sent home.
- There will be a staggered start and end to the day.
- There will be staggered lunch and break times.
- Children must behave in accordance with our Behaviour for Learning expectations. Unsafe behaviour may result in children being sent home.

## Attendance and Illness

If your child is at all unwell, please keep them at home and advise the school office that your child will be absent.

If a member of your family has COVID-19 symptoms, please keep your child at home and follow Government guidance.

If your child becomes unwell at school, we will contact you and ask you to collect them as soon as possible. Please make provision that someone is available to collect your child if necessary.

*If your child shows COVID-19 symptoms, no risk will be taken and we will contact you to collect your child immediately. We will also follow DfE Guidance on how to deal with this situation.*

I appreciate that there is a lot of information here but we feel it is important that you know the measures we are putting in place to minimise the risk of transmission. These are challenging times but working together will help us to make BHA as safe as possible.

We hope that you have a relaxing summer break and we do look forward to welcoming you back to school in September.

Take care and stay safe.



Debbie West  
Headteacher