

Friday 17 July 2020

Dear parents and carers,

September 2020

I am delighted to outline below our plans for the full school opening in September. We have spent significant time analysing and balancing the educational as well as health and safety needs of our school community and strongly believe this will deliver both.

Our overarching principles:

- Staggered arrival, break, lunch and departure times for students
- Use of different gates for entrance/exit
- Students in Year Group Pods (one large 'bubble')
- Students based in a room with some movement between classrooms in the pod
- Students only leave the pod to use designated spaces but do not cross into other pods
- Years 7, 8 & 9 taught in tutor groups for all subjects apart from PE and Creative to reduce movement between rooms
- More double lessons to reduce movement between periods for staff and students
- Teachers will move to the classrooms to teach

Staggering starts of the day also means changes to the end of the day so that we can make sure all students get their full entitlement to education.

Year	Start of day	End of day	Gate to be used
7	8.45	3.00	Devonshire Road
8	8.45	3.00	Broadoak Road
9	9.00	3.15	Devonshire Road
10	8.45	3.00	Uphill Road
11	9.00	3.15 (plus academic support to 4.15)	Broadoak Road

It is really important that students do not arrive earlier or later than the allocated time and that there is no waiting around with friends at the entrance points. This is in order to ensure as safe a school site as possible in line with government guidance.

Broadoak Academy – September 2020 Plans

The **first day back** for students will be staggered by date, by time and by gate entrance. After their first day induction, students will then attend full time so that by Friday 4th September our whole school community will be back together.

Date	Year group	Entrance Point	Arrival Time
Thursday 3 rd September	7	Devonshire Road	8.45
Thursday 3 rd September	11	Broadoak Road	9.00
Friday 4 th September	8	Broadoak Road	8.45
Friday 4 th September	9	Devonshire Road	9.00
Friday 4 th September	10	Uphill Road Entrance	8.45

It is very important that students arrive at their allocated gate at the published time in order that we can support the hygiene and infection control measures in place for schools. **Students must use their gate only.**

Uniform

In line with published government guidance, all students should be in **full school uniform**.

On the timetabled days students have PE they should attend school in their PE uniform as changing rooms will not be available. If uniform presents a barrier to any parent please get in touch with us immediately please so we can work together to find resolution.

Equipment

In order to maintain high levels of hygiene, students need to bring their own equipment (pen, pencil, eraser, sharpener, ruler and calculator) in a pencil case every day.

Lockers

Lockers will not be available for the forthcoming year so students will need a sturdy schoolbag to keep their personal belongings in.

Food & water

We strongly encourage all students to bring a healthy packed lunch to eat. There will be a limited canteen offer which will operate on a pre-order basis with delivery to the year group pods at their designated lunchtime. All students in receipt of free school meals will be able to order food on site.

We would also encourage students to bring a labelled water bottle so they can stay hydrated. Drinking water will be available but please note that the water fountains in the atrium area and near the basketball courts will be out of bounds for the coming year to support our hygiene control systems.

Hygiene and infection control

The academy will have year group pods with minimal movement of students. One way systems, staggered start, break, lunch and end times will support maintaining year group bubbles. Each year group pod will have sanitising stations and all students are expected to follow the guidance regarding handwashing, being vigilant to their own health and observing the systems we have put in place to help all children and adults feel safe in school.

Visiting the school

Parents, carers and visitors cannot attend site without a prior appointment please. This is in order to control the number of people physically accessing the academy. We will let you know details of who to contact with any queries and details of how parents evenings will work going forward. We appreciate your support with this and perhaps we can continue to find innovative ways to stay in touch using technology as we have over the past few months.

Timetables and teachers

All students will receive their timetable for the year on their return in September.

We are working with music tuition services and extracurricular PE providers to fully understand what we are able to safely offer and will provide details at the start of term.

I hope that the above information gives you an understanding of what next year will look like here at Broadoak Academy. We will be sending out a more detailed **Guide to your Year Group Pod** to each student after 20th August. This will have lots more information for students to support their understanding of how the pods will work.

If you have any questions please continue to keep in touch with us by emailing:

parents@broadoakacademy.clf.uk

Thank you so much for all the support you have given to the whole team here at Broadoak. We are very proud to serve a community that shows such care for each other. We are excited to get our school back together and, whilst we know there are some unknowns about next year, we will continue to work with you as partners in your child's education.

I am personally indebted to the wonderful colleagues we have here who have gone above and beyond in the provision of online learning, food parcel deliveries, safeguarding visits, transition activities and significant communication with our young people and families. I wish them and you a restful summer and we will be in touch after 20th August.

Kind regards



Mrs K McGillicuddy
Principal
Broadoak Academy