



Ark Burlington Danes Academy

8th June 2020

Year 10 return to school

Dear parent / carers,

As you will be aware from our previous communications we are in the process of putting our final planning together for re-opening Burlington Danes Academy. We are looking forward to welcoming the students back to school and will do everything to maintain their safety.

I am writing to explain some of the actions and protocols that will be in place for your child to be able to return to school from Monday 15th June. This date is still provisional and relies on final confirmation from the government. In the government advice to school they have identified a number of key areas that we should focus on to reduce transmission of the COVID-19 virus. These include:

- minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges
- cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- ensuring good respiratory hygiene - promote the 'catch it, bin it, kill it' approach
- cleaning frequently touched surfaces often using standard products, such as detergents and bleach
- minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)

The government has provided advice to parents and carers which is available on the following link:

https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june?utm_medium=email&utm_source=govdelivery

The following questions are defined to provide you with as much information as possible.

What should I do if my child is showing any symptoms of COVID-19?

If anyone in a child's family home becomes unwell with any COVID-19 symptoms including a new continuous cough or high temperature under no circumstances should your child attend school. You should follow the government advice around testing and self-isolation immediately. This is essential in protecting the health of other students, parents and staff.

When will school re-open?

The school will reopen for year 10 students for a tutorial session in the w/b 15th June.

Monday 9.00-3.00	Tuesday 9.00-3.00	Wed 9.00-3.00	Thursday 9.00-3.00
15th June	16th June	17th June	18th June
Colossians Corinthians 48 students	Ephesians Galatians 52 students	Philippians Romans 55 students	Titus 25 students

You will receive a letter with the timing of your meeting before the end of the week.

School will reopen for lessons for year 10 from 22nd June. Students will be following the timetable on the grids below.

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Teaching plan from week beginning 22nd June:

The timetable is set in English sets. If you are in set 1 or 2 you should attend school on Monday, sets 3 and 4 are on Tuesday; and sets 5,6 and 7 are in school on a Wednesday and Friday. The Teams lessons scheduled follow the same times as your normal timetable and will be mostly with your class teacher. There is a short video on how to access and use Microsoft Teams here:

<https://www.youtube.com/watch?v=SemjM2fHV2Q>

English sets 1 and 2:

Monday	Tuesday	Wednesday	Thursday	Friday
8.30-10.00 Sci / Eng / Mat lesson in school	Home learning	9.00-10.00am Teams lesson – English Sets 1,3 / Maths Sets 2,4	9.00-10.00am Teams lesson – Science	9.00-10.00am Teams lesson - Geography / History
10.15-11.45 Sci / Eng / Mat lesson in school		11.30am- 12.30pm Teams Lesson – RS 1-4	11.30am- 12.30pm Teams lesson – French / BTEC	Home learning option subjects
12.00-1.30 Sci / Eng / Mat lesson in school		Home learning	Home learning	
Home learning option subjects		2.30-3.30pm Teams lesson – English Sets 2,4 / Maths Sets 3,5		

Sets 3 and 4:

Monday	Tuesday	Wednesday	Thursday	Friday
Home learning	8.30-10.00 Sci / Eng / Mat lesson in school	9.00-10.00am Teams lesson – English Sets 1,3 / Maths Sets 2,4	9.00-10.00am Teams lesson – Science	9.00-10.00am Teams lesson - Geography / History
	10.15-11.45 Sci / Eng / Mat lesson in school	11.30am- 12.30pm Teams Lesson – RS Sets 1-4	11.30am- 12.30pm Teams lesson – French / BTEC	Home learning option subjects
	12.00-1.30	Home learning		

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	Sci / Eng / Mat lesson in school		Home learning	
	Home learning option subjects	2.30-3.30pm Teams lesson – English Sets 2,4 / Maths Sets 3,5		

Sets 5, 6 and 7:

Monday	Tuesday	Wednesday	Thursday	Friday	
Home learning	Home learning	8.30-10.00am Sci / Eng / Mat lesson in school	9.00-10.00am Teams lesson – Science	8.30-10.00am Sci / Eng / Mat lesson in school	
	10.30-11.30am Teams lesson - Geography / History	10.15-11.45am Sci / Eng / Mat lesson in school	11.30am-12.30pm Teams lesson – French / BTEC	10.15-11.45am Sci / Eng / Mat lesson in school	
	Home learning	12.00-1.30pm Sci / Eng / Mat lesson in school	12.00-1.30pm Sci / Eng / Mat lesson in school	Home learning	12.00-1.30pm Sci / Eng / Mat lesson in school
		Home learning option subject	Home learning option subject	2.00-3.00pm Teams lesson – RS Sets 5-7	Home learning option subject

Please make sure you are clear which English set you are in. If you have a question about this please contact your tutor or pastoral team to clarify.

On the timetable above you will note that there are three different types of sessions:

1. Onsite lessons – all students need to attend school in school uniform and arrive at 8.25 for a prompt start to lessons. The school day will finish at 1.30. During the tutorial sessions school staff will explain important information around how social distancing will be maintained. If a student is unable to adhere to these regulations they will be asked to complete the lesson at home.
2. Microsoft Teams lessons – attached with this letter is a guide on how to access Teams lessons. It is essential that you have access to your child's Burlington Danes Academy email address.
3. Home learning – this will be directed through show my homework in a similar way to how it is being completed presently.

What are the regulations for drop off / pick up?

The only access point in to the school will be the Wood Lane road entrance. The main car gate will be open and students should enter through this gate. Students will not under any circumstance gather in groups at the school gate or in the local community. The adaptations to the behaviour policy also relate

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to students who cannot adhere to social distancing within the local community and on their way to and from school.

How will the classes be structured?

With the present rules around social distancing it is impossible for all students to be in the same class as normal. Students will be placed in groups of no more than 15 students.

There will be an opportunity for students to take a break outside in their class group whilst adhering to rules around social distancing.

How will the school aim to ensure social distancing?

Social distancing within the school is a crucial element of maintain student and staff safety. The actions that will be taken are as follows:

- We will be marking out the classrooms, corridors and the playground so that students will maintain a 2 metre distance
- Transitions around the school, entry and exit into the buildings and classroom will be carefully controlled by senior leaders.
- Class sizes will be small enough to maintain a 2 metre distance between all students.
- The timetable for the day will be structured so that the students will have break times at different times.
- The students will be sat at the same seat each day and will use the same set of resources. These will be cleaned by staff at the end of the day but they will not be shared with any other students.
- There will be no physical contact between students, any student not adhering to any of the regulations around social distancing will be asked to leave site and will continue their education from home.
- All doors will be open and classrooms will be well ventilated.
- Use of the toilets and hand washing will be managed carefully to maintain social distancing.

What happens if a child becomes unwell at school?

If your child becomes unwell in school they will be isolated and you will be contacted to pick them up as soon as possible. It is imperative that get your child tested as soon as possible and report the outcome of the test to the school. If a child in the small group class tests positive for COVID-19 parents will be informed and the small class group will group will be closed for 7 days whilst children and staff go into self-isolation.

What should I do if shielding a vulnerable relative?

If a child, young person or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend school. If a child, young person or staff member lives in a household with someone who is extremely clinically vulnerable, as set out in the [COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable guidance](#), we would recommend that they do not attend school. If your child is self-isolating or shielding they will have access to the lesson content via Show My Homework.

What are the arrangements for lunch?

As students are only site for a morning session no lunch will be provided. Students will continue to receive the free school meal vouchers. There will also be no food provided at break time, the break time for students will be outside.

What equipment should my child bring to school?

Where possible children should bring as few items as possible to school. Students should bring their school bag, pencil case and a reusable water bottle. Students should wear school uniform but this needs to be washed daily. Students should not wear a tie.

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How will the school maintain cleanliness?

The school and all surfaces will be cleaned during the day and at the end of the school day. Staff will be provided with additional preparation time to clean classrooms and resources at the end of each day. The school will have an additional cleaner allocated to the primary who clean during the communal areas during the day.

During half term the classrooms will be cleared of a lot of resources so that there will be less resources for students to use and there will be more space for students to maintain social distancing. The school has ordered significant supplies of sanitiser and this will be provided to each class. Students will wash their hands at regular points during the day and at any point that they leave the classroom.

What guidance is there on using public transport?

Where possible students should walk or cycle to school. Students should not be using public transport for short journeys. The government guidance on using public transport is below:

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

What should I explain to my child before attending school?

It is essential that parents prepare their child for the return to school, it will be important to talk to them about the following things, as some of these are difficult messages but are important for their own health and that of others:

- They will not be in the normal class and may not be with their class teacher
- They must maintain the rules around social distancing, they should not touch or hug any other student or adult.
- Whilst working they should do so on their own, they will not be working in groups.

I would like to thank you in advance for your support with implementing the above guidance.

Yours sincerely,

Peter Haylock
Executive Principal

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