



18 August 2020

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Dear Parents, Carers & Students

I hope this letter finds you well and you are enjoying what is left of our Summer holidays.

The last five months have been like none we have ever known before. Teachers have been so impressed by the commitment shown by so many of our students to their home learning and appreciate all the support that parents/carers have provided to help keep them motivated and on track. Home schooling has certainly presented its challenges! We are busy making the final preparations to welcome students back in September and would like to take this opportunity to share with you in greater details our return plans.

### **Return Dates**

As outlined in previous correspondence each year group will have staggered start dates – reprinted below:

- Wednesday 2<sup>nd</sup> September - Year 7 and 11 students re-join the Academy
- Monday 7<sup>th</sup> September - Year 10 students re-join the Academy
- Wednesday 9<sup>th</sup> September- Year 8 students re-join the Academy
- Monday 14<sup>th</sup> September - Year 9 and Alternative Curriculum students re-join the Academy

### **Bubbles**

In line with government guidance we will be grouping students in discrete bubbles and reducing the number of contacts a student has during the school day. Students will be taught in their year group bubble at all times (Alternative curriculum classed as a discreet bubble) and will predominantly be taught in the same classroom. In Key Stage 4 where specialist classrooms are required for Music, Art, D&T, PE and Computing they will move to these classrooms as feasible although staff are preparing to teach the majority of theory content in the first instance.

Walking routes will be established to avoid as far as possible contact with other bubbles and these will be communicated to students on their first day in the Academy and they will walk their zone areas to reaffirm understanding of zones.

There will be no mixing of bubbles e.g. for peripatetic music lessons/ sports clubs. Movement by students around the school site will be vastly reduced during the school day. Teachers will move around the site far more than students.

### **Entrances to the School Site / Zone Areas**

The approx. zone area for each year group is as illustrated below, this will also be supported by posters and the use of temporary barriers within the building. Please note in the event of a fire students will be directed to leave via nearest fire exit regardless of zone restrictions.

	7	8	9	10	11	Inclusion Group
Classroom 1	HUM 1	430 (LSR1)	MA3	EN1	SC5	BASE 1
Classroom 2	HUM 2	431 (LSR 2)	MA4	EN2	SC4	BASE 2
Classroom 3	HUM 3	435	MA6	EN3	Sc3	BASE 3
Classroom 4	HUM 4	436	MA7	EN4	Sc2	BASE 4

Classroom 5	HUM 5	437	MA8	EN6	SC1	LSR
Classroom 6	n/a	n/a	Sanction 1	EN7	MFL1	n/a
Classroom 7	n/a	n/a	MA5	EN5	MFL 2	n/a
Toilets	Ground floor	P.E changing Facilities	Top Floor	English corridor	DT Corridor	Current Staff
External Space	Canopy Area	Netball Courts	basketball court	Front Field	outside youth club	BASE
Entrance / Exit	Humanities doors	P.E Door	stair door*	Theatre fire doors	stair 4**	BASE
Stairs	n/a	P.E Stairwell	stair 3 door	Main reception stairs	stair 4	n/a

### Timing of the School Day

Parents do need to be aware that the timing of the school day will change. The start time will be staggered to ensure we can offer a full teaching day whilst ensuring the entrance and exit points within the school adhere to safeguarding measures.

Please note that when school returns in September there will be no breakfast club, extra-curricular activities such as music/sport/Drama or after school LRC provision due to the need not to mix bubbles.

	Start Time	P1	Break 1	P2	Break 2	P3	Break 3	P4	End of Day
Y7	8.30	8.30 - 9.50	9.50 - 10.20	- 11.40	10.20 - 11.40	12.10 - 1.30	1.30 - 2.00	2.00 - 3.20	3.20***
Y8	8.40	8.40 - 10.00	10.00 - 10.30	- 11.50	10.30 - 11.50	12.20 - 1.40	1.40 - 2.10	2.10 - 3.30	3.30***
Y9	8.50	8.50 - 10.10	10.10 - 10.40	- 12.00	10.40 - 12.30	12.30 - 1.50	1.50 - 2.20	2.20 - 3.40	3.40***
Y10	9.00	9.00 - 10.20	10.20 - 10.50	- 12.10	10.50 - 12.40	12.40 - 2.00	2.00 - 2.30	2.30 - 3.50	3.50***
Y11	9.10	9.10 - 10.30	10.30 - 11.00	- 12.20	11.00 - 12.55	12.55 - 2.10	2.10 - 2.40	2.40 - 4.00	4.00***
Inclusion	8.40	8.40 - 10.00	10.00 - 10.30	- 11.50	10.30 - 11.50	12.20 - 1.40	1.40 - 2.10	2.10 - 3.30	3.30***

\*\*\*Students will be given passes to leave lessons early to catch buses where alternative transport cannot be supported. This change is on a temporary basis and we will keep it under review as the term progresses and additional guidance is received. If bus timetables mean that children must arrive before their due start time, they may go straight to their designated room and remain there until school begins.

\*\*Inclusion students may return on part time timetables to support reintegration

### Break and Lunch

It is preferable that students bring a packed lunch, however the canteens will be open and a reduced food offer will be made available should they wish. We will be operating on a 3 break timetable per day and students will have a designated 20 minute time slot to enter the canteen and pick up a hot

food option/sandwich grab bag to eat back in their zones. Again, this is to limit groups coming into contact with each other.

Please supply your child with a snack / drink to have in the morning as access to the canteen will not be available outside their 20 minute session.

### **Individual Timetables**

Students will be provided with their timetables prior to their start date but the staggered dates will enable more staff to be on hand to help direct and support your return as we are very aware many students will be nervous having been out of school for so long.

### **In the Classroom**

Government guidance states that students should sit side by side, not face to face in classrooms where social distancing cannot be maintained. Teachers must teach from the front of the room and remain 2 metres away from their students. Students with an Education Health Care Plan and who receive LSA support in the classroom will continue to receive this additional support in line with the guidance for social distancing.

### **Equipment – what do you need to bring**

Students should not share equipment: we expect each student to arrive equipped with the basics for lessons: pen, pencil, rubber, ruler, and calculator. Hand sanitiser and tissues will be available across school. Teachers and support staff have received guidance on changing their practice in order to comply with new regulations.

### **Uniform**

Your child should return to school in their Gainsborough Academy uniform. Your child will not need to wear uniform on the day they have practical PE: instead they should come to school in their PE kit, this is because the changing facility will not be available. This may change as the weather changes, but will be in place for the first half term.

Students should not take this as an opportunity to push uniform boundaries: students will be expected to meet our uniform expectations at all times. Please do not allow your child to come to school wearing piercings, false nails, brightly coloured hair or non-uniform items of clothing. Uniform compliance is central to good discipline – Thank you to the overwhelming majority of parents and students who understand this and support us.

### **Risk Assessment**

A copy of the most recent risk assessments will be made available as previously on our website which outline the additional measures we are putting in place to keep everyone safe, including enhanced cleaning, response to illness and bubble requirements.

### **Sanitation and infection control**

Hand sanitiser and tissues will be available across school. Your child should bring adequate water to school with them, as we are unable to use the water fountains at present. The use of face masks is not required or recommended by government guidance. If your child, or anyone in the household develops symptoms of COVID-19, they should self-isolate according to guidelines. Please do not send your child to school in these circumstances. If anyone in the household tests positive for Covid-19, please inform school as soon as possible. We will continue to follow guidance and instruction from Public Health England, and follow their instructions in managing any confirmed cases of Covid-19.

### **Point of contact**

Your child will not have their usual form period in order to avoid mixing pupils where possible, and will not see their form tutor daily as they would under normal circumstances. The form tutor will no longer, therefore, be your first point of contact. Messages for students will be passed onto year

groups by their class teachers, and assemblies will be pre-recorded. Please contact your child's head of year as the first point of contact if you have any concerns.

Year 7 – [Cheryl.douglas@thegainsboroughacademy.org.uk](mailto:Cheryl.douglas@thegainsboroughacademy.org.uk)

Year 8 – [Mark.plaskett@thegainsboroughacademy.org.uk](mailto:Mark.plaskett@thegainsboroughacademy.org.uk)

Year 9 – [Matt.wilson@thegainsboroughacademy.org.uk](mailto:Matt.wilson@thegainsboroughacademy.org.uk)

Year 10 – [Amy.croson@thegainsboroughacademy.org.uk](mailto:Amy.croson@thegainsboroughacademy.org.uk)

Year 11 – [Russell.shaw@thegainsboroughacademy.org.uk](mailto:Russell.shaw@thegainsboroughacademy.org.uk)

or via the school switchboard: 01427 612411.

### **Registration and Tutor Time**

During this initial phase your period 1 teacher will complete previous registration activities rather than it being your individual tutor. Assemblies will be shared remotely via your classrooms and attendance and praise points reviewed weekly.

Finally, thank you to the many, many parents who have contacted us to express their gratitude for all the work that staff have done during these very difficult times. Your messages have been very welcome.

May I take this opportunity to wish you a continuing good summer. Our original plans may have been cancelled, postponed or completely rewritten but there will be other summers, post-Covid. Be kind to yourselves, take care of those you love, relax and most importantly stay safe. I look forward to the school being full of life, as it should be, in September.

Yours sincerely



Anna Leng  
Principal