



20 October 2020

Sweyn Lane | Corringham Road | Gainsborough | DN21 1PB  
T: 01427 612411 | F: 01427 619351

admin@thegainsboroughacademy.org.uk  
www.thegainsboroughacademy.org.uk

Dear Parent / Carer and Student

### November Updated Plans

I hope this letter finds you well and you are ready to enjoy the half term break despite the ongoing situation. This half term has been like none we have ever known before. We are so proud of how the students have returned back to full time on site education and especially how well our new year 7s have settled in. We are busy making the final preparations to welcome you all back after the break and wanted to take this opportunity to share with you all our updated bubble plans and enhanced measures to keep all safe. I am aware this is a long letter so I will also produce a podcast that will be available via our website to explain these developments in more detail.

#### **Return Dates**

Currently we anticipate welcoming **all** students back on Monday 2<sup>nd</sup> November, we are not aware at the time of writing of any planned circuit breaks to extend the holiday.

#### **Additional Measures - Mandatory Facemasks**

Locally we continue to see the number of cases grow and it is inevitable that we will be directly impacted at some point within our school community therefore we are taking a proactive approach by making the wearing of face masks mandatory for all staff, students and visitors when moving around the school site indoors, and in communal areas, from Monday 2<sup>nd</sup> November.

The school already has in place several measures to minimise contact between people and to enhance cleaning. The advice of Public Health England is that these measures will have the most impact in mitigating against the transmission of Covid-19. It, therefore, remains the case that all students must adhere to the enhanced hygiene rules that have already been implemented.

The introduction of face coverings is an additional mitigation and should not be viewed as an alternative to the measures we have established this term. Face coverings should be either plain in design or have a discreet pattern. Students may wear the widely available standard blue/white disposable masks, but these must be replaced daily. Any inappropriate face coverings may not be worn and are not permitted on site.

**From Monday 2<sup>nd</sup> November Students, Staff and Visitors are required to wear a face covering:**

- 1. When moving between lessons**
- 2. When Queuing for lessons, toilets and lunch**
- 3. During break and lunch when indoors**
- 4. Any other communal area of the school**

The advice regarding the wearing of face coverings in lessons remains unchanged. Please be aware face coverings **MUST** be worn on all school transport and in local shops. Retailers and Travel companies have the full support of the Academy to refuse service if face coverings are not worn without an appropriate exemption.

To further protect against the transmission of the virus:

- Students must clean their hands before and after touching their mask – including to remove or put it on. We advise pupils to come to school with a personal supply of hand sanitiser;
- They must store the mask in an individual, sealable plastic bag between use. Parents/carers will be responsible for ensuring their child's mask is clean or new each day.

Some individuals are exempt from wearing face coverings. This applies to those who:

- Cannot put on, wear or remove a face covering because of a physical or mental illness, or impairment or disability
- Speak to, or provide assistance to, someone who relies on lip reading, clear sound or facial expression to communicate.

If your child is, or you think may be, exempt please email [admin@thegainsboroughacademy.org.uk](mailto:admin@thegainsboroughacademy.org.uk) and write **EXEMPTION FROM FACE COVERING** as the subject. We will provide passes for those who are exempt.

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

From 2<sup>nd</sup> November we are moving some of the zones - this includes swapping the Year 7 and 8 areas to enable the youngest students to experience more of the Academy and also providing a larger breakout space on the Astro turf for Year 10 and 11, split into 2 distinct areas and accessed by separate gates. 2 classrooms in each zone will be available during break times to allow students to eat packed lunches indoors. In inclement weather all classrooms will remain open and access to the external areas will not be possible.

### **Timing of the School Day**

Parents do need to be aware that the timing of the school day will change. Due to the obligatory wearing of face masks we have been able to align more of the start / finish times and breaks. All Year 11 students will have personalised intervention timetables to support their post covid catch up programme which be included in a separate letter, this will include for some compulsory attendance to a period 5 session as shown below based on their individual needs.

				Break			Break		
	Start Time	P1		P2		P3		P4	P5
Y7	8.30	8.30 - 9.50	10m	10.00 - 11.10	30m	11.40 - 13.00	15m Tutorial	13.45-14.55	n/a
Y8	8.40	8.40 - 9.50		10.00 - 11.10		11.40 - 13.00		13.45-15.05	n/a
Y9	8.30	8.30 - 9.50		10.00 - 11.10		11.40 - 13.00		13.45-14.55	n/a
Y10	8.40	8.40 - 9.50		10.00 - 11.10		11.40 - 13.00		13.45-15.05	n/a
Y11	8.30	8.30 - 9.50		10.00 - 11.10		11.40 - 13.00		13.45-15.05	15.05-16.00

\*A 10m movement time between p1 and 2 has been built in to allow staff movement

### **Break and Lunch**

It is still preferable that students bring a packed lunch, however the canteen will be open and each bubble will have a short window to collect food and take to their social areas to eat. Please supply your child with a snack / drink to minimise need to frequent the canteen.

### **Pastoral Support**

We have taken the decision to re-establish a tutorial period every day to be used as a 'check in' with all students, this is an opportunity to discuss progress, monitor behaviour and attendance patterns as well as celebrating success more readily. It will provide a much clearer link between home and school as parents can once again utilise form tutors as their main point of contact. We will be starting social time detentions as well as follow up after school detentions for students sent to sanctions to ensure behaviours for learning across the Academy are actively reinforced and encouraged.

### **Uniform Expectations**

As we move to more inclement weather please can you ensure students are prepared and have an appropriate outdoor coat, not just relying on the blazer as the weather turns colder. Hoodies / Non-school jumpers must be removed when inside the building. Any update to our procedures for PE kit will be communicated separately including an update to changing facilities.

### **Symptoms reminder**

If your child, or anyone in the household develops **symptoms** of COVID-19, the whole household 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.

### **Absence Procedures**

In line with the government guidelines, from the start of the Autumn term 2020 pupil's attendance is mandatory and the usual rules on attendance apply, including: It is a parents' duty to ensure that their child of compulsory school age attends regularly at the school where the child is a registered pupil.

Our students have missed a significant amount of education and now more than ever it is important that they are in school. However, it is also imperative that we keep our staff and students safe, therefore, can you please ensure that the government guidelines are adhered to and that you make the school aware if you and your family are isolating.

Students should not come into school if it is not safe to do so.

*Section 7 of the Education Act 1996 places upon parents a duty to ensure their child receives suitable efficient full time education either by regular attendance at school or education otherwise. Section 444 (1) of the same Act states that where a parent of a child, fails to ensure regular attendance of a registered pupil at school, the parent of the child shall be guilty of an offence against that Section. The Local Education Authority may, where necessary, start legal proceedings in the Magistrates Court under this section of the Education Act 1996 against those parents concerned. Alternatively, Section 444B of the same Act empowers the Local Education Authority to issue a Fixed Penalty of either £60.00 or £120.00*

Finally, thank you to the many, many families who have supported all our Covid 19 procedures as well as our exciting improvement journey to date. We continue to work tirelessly to support all our young people not just focussing on their academic progress but also on their social and emotional health. As ever if you have any concerns about your child please contact us directly at the Academy via your Childs Head of Year in the first instance who will be able to signpost you to the most appropriate colleague.

Yours sincerely



Anna Leng  
Principal