

5th June 2020

Dear Parents & Carers

I hope you are all well. As promised in Mr Herbert's letter dated 2nd June, I am now writing to you regarding the wider opening of Budmouth Academy to allow our Year 12 students to receive some face to face contact with teaching staff, to supplement their online learning from Monday 22nd June.

I apologise in advance for the length of this letter, however, it is imperative that you and your son/daughter are aware of our plans before completing the Google Form at the bottom of the second page. The Google Form is for you to inform us of your intentions.

It is important that you please complete the Google Form by Monday 8th June, as even if you choose not to send your son/daughter back for some face to face contact, we need to know so that we can finalise our student groups.

The plan for Year 12

At the centre of all of our planning has been keeping students and staff safe and ensuring that the requirement for 2 metre social distancing can be met. The government's guidelines stated that the students should be in class sizes of no more than 15 pupils in a normal sized classroom. In order to maximise social distancing, classes will be split up so that lessons in normal sized classrooms will have no more than 8 students. Where the normal class size is between 9 and 12 we will keep them together by moving them to a much larger space e.g. Everdene Hall, which allows for even greater distancing.

To minimise the number of people coming into contact with each other, Year 10 will be using the Hub building only and Year 12 will be using Everdene and B Block. The Clare building will be reserved for children of Key Workers and vulnerable students. The government has stated that only a quarter of pupils in Year 10 and Year 12 are in school at any one time. Therefore, for Year 12 we plan to offer two hours of teaching a week for each of the Option blocks students take classes in. For most students who take the equivalent of 3 A Levels, this amounts to 6 hours a week. In my previous letter, I suggested students should be working for at least 24 hours a week (8 hours per subject), so it is important to note that remote education through Google Classroom remains the predominant form of education delivery.

As a guide, the table below shows when we presently plan to deliver lessons each week:

Day	Mon	Tue	Wed	Thurs	Fri
	Option B	Option E	Option C	Option A	Option D
Time	Group	Group	Group	Group	Group
10am-12pm	12B/Psych	12E/Biol	12C-Phys	12A-Chem	12D- BusSt
	12B-BisSi	12E/BisSi	12C/EngLang	12A/CompSci	12D/Elit
		12E/Law		12A/EngLang	12D/Engin
10.20am-12.20pm	12B-ELit	12E/Drama	12C/Geol	12A/Psych	12D/Econ
	12B-Geog	12E/Chem	12C/RS	12A-BisDb	12D/Geog
	12B/French	12E/Phot	12C/Art	12A/ArtDip	12D-Socio
1pm-3pm	12B-PrDes	12E/ArtDip	12C/IT	12A-ELit	12D/Maths
	12B/Socio	12E-H&ScSi	12C-Hist	12A-Media	12D-Biol
	12B MusTec		12C/Biol		12D-FMaths
1.20pm-3.20pm	12B-SpDip	12E-PE	12C/H&SDB	12A-Hist	12D/H&ScSi
	12B-Phys	12E/Maths	12C/SPAN	12A-SpDip	12D-SpDip
	12B-Dance	12E-FMaths		12A-GovPo	12D-Text

As you can see, each Option block will be split into a morning and an afternoon session which themselves have been divided so that no more than 3 classes start and finish at any one time. This will help minimise both the number of rooms being used as well as the number of staff and students coming into contact with each other. Once the Google Forms have been completed, we will allocate classes to appropriate sized rooms.

Start and Finish Times

- Students will be given a specific arrival time (no parents/carers on site) and it is vital that they are punctual.
- Students must be at least 2 metres away from any other individual both on arrival and when leaving the Academy. Year 12 will enter the school site via the south Everdene gate only (which allows access to Budmouth behind the Sixth Form Café). They will then line up in their marked area between the Hub and Sixth Form Centre. There will be a member of staff to direct them (both at the gate and at the line ups).
- Should a student wish to drive, they may enter the Academy by the usual main gate. Students should then park their car, leaving one space between their car and any other and then follow the one way system via both Everdene gates, behind the Sixth Form Café, to the line ups. **Lifts must not be given to other students from different households.**
- Students must sanitise their hands upon arrival at their allotted line up station.
- Each student must then stand on their 'spot'. This is to ensure that 2 metre distance is adhered to.
- Students will then be escorted into Everdene by their class teacher via their allocated entrance.
- Students must re-sanitise on entry to their classroom and sit at their allocated desk.
- Students will be dismissed via Everdene gate only. The class teacher of each 2 hour session will escort students off site via Everdene gate (students follow in line maintaining 2 metre distance and leave the premises immediately maintaining this distancing).

Note: We are conscious that this might feel very strange to some students who will have had less, or maybe no experience of the kinds of practice we adults have become more used to, when shopping for example. Everything will be explained very clearly as we want to create a safe but enjoyable atmosphere to support their learning. Getting them used to clear routines will not only help us but will make everyone feel more confident about being back in school.

Classroom organisation

- The students will spend their indoor time in their allocated classroom only, to limit the mixing of groups.
- Each group will be taught by an allocated teacher. In some rooms there may also be a Teaching Assistant. We will minimise as much as possible the number of other adults that enter the room.
- **Students must bring their Chrome book in with them please.** This will allow individual access to ICT in unfamiliar classrooms should it be required.
- The students will sit at an assigned table and be as far away from each other as is practicably possible in the room.
- Students must bring their own equipment in a pencil case (easy to wipe not fluffy). This pencil case will stay with the student and they will not be allowed to borrow equipment from the class teacher or a peer.
- Students are advised to bring a named water bottle that will stay on their desk.

Cleaning

- The site has been cleaned during the period of closure and is being given a 'Deep Clean' during the two weeks before Years 10 and 12 return.
- We have increased the amount of cleaning that will be taking place throughout the school during this time.
- The students will be washing their hands regularly throughout the day using hand sanitiser.
- We have already been able to source significant quantities of hand sanitiser and the Trust are also supplying one fixed sanitiser per room.

It is important please to confirm the following by completing the Google Form below by Monday 8th June as students cannot just turn up:

1. If your child will be attending.
2. That you and your child understand and agree to adhere to the specifics in the Covid 19 Home School Agreement.

Here is the link to the Google Form for your completion please: <https://forms.gle/UsrcmCzK1shCP4ZQM6>

From Wednesday 10th June parents who have informed us their child will be attending school will receive their allocated times to attend (via email) which is why it is so important to complete the Google Form.

Mr Herbert outlined in his letter how important adhering to our specific 'Covid 19 Home School Agreement' is. When you have been out of your own home you may have experienced witnessing people not following the government's rules e.g. meeting up in large groups, visiting the homes of friends, travelling in a car with someone not from your household etc.

It is very important that our students understand the need to follow the rules whilst in the Academy, but also the rules outside as well. We do not want to have to send home students who have chosen to arrive in large groups and who are not socially distanced at 2 metres apart, but we would have to do so for the safety of everyone. We have staggered arrival and departure times specifically to avoid this. Equally, if students arrive in the same car as another student not from their household, this would not be permitted. Staff will be on duty monitoring the arrival of students.

In addition to this, it is also important that we continue to monitor carefully potential symptoms of Covid 19. Please note the following key points from Public Health Dorset.

SYMPTOMATIC INDIVIDUALS (information provided from Public Health Dorset)
If one child or adult shows symptoms what is the next action for the school?

Send home

When a child or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days.

Their fellow household members should self-isolate for 14 days.

Parents should continue to be encouraged to look out for symptoms including: a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours, a high temperature (above 37.8 degrees centigrade) loss of taste or smell.

Support Testing

All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus and are encouraged to get tested in this scenario.

Class/small groups in contact with a positive child/member of staff to self-isolate.

Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days.

The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

Thank you for taking the time to read all that! This plan is designed, not to scare, but reassure. I hope the students realise that by protecting themselves they protect each other and if they do this successfully now, we will all be able to get back to normal more quickly. I am expecting the vast majority of Year 12s to return to lessons from 22nd June. Part time work for example (especially given the risks involved), is not an excuse to miss lessons as a full time student. I am really looking forward to seeing them all again.

Just to let you know CEIL sessions will continue remotely and we begin a "Next Step Week" remotely on Monday 29th June to replace our usual Next Step Days. Look out for signup opportunities from Mr Miles via Google Classroom. If you have any specific questions or queries about any of this, please feel free to contact me. Stay safe and enjoy the weather if it continues.

Yours sincerely



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