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CEO: Mrs C Dickinson

9<sup>th</sup> July 2020

Dear Families,

We have received the guidance for September and have been considering how best to implement this in our academies. We are now in a position to update you as we want you to be able to plan for the Autumn term. However, we are aware that things may change before September. If this is the case, we will let you know, as soon as possible, of any alterations in organisation.

We are looking forward to having all children back in school and want to ensure that we keep them, and staff, safe. Surrey Heath Heads have met with CCG from Frimley Park hospital and are reassured that we are low risk because of the precautions that we have put in place. We are not, however, complacent and have spent a lot of time reflecting on how each of our academies can work with the guidance to ensure the school community is as safe as possible.

#### Arrangements for the start of term

We are aware that many children have not been in school since the end of March, other new starters will not have had our usual induction. Therefore, we will use the first few days back to provide transition sessions for your children. This means that the school will return for all on Monday 7<sup>th</sup> September. There will be different arrangements for Nursery and Reception children. Your school will inform you of the particular arrangements for your child.

#### Children who are unwell

To support the school with reducing the risk of spreading the virus, children are not allowed to come to school with any symptoms. If any child or member of staff shows *any* symptoms during the day, they will be sent home and parents are expected to arrange for them to be tested. If the test is positive, we will seek advice from Public Health (PHE). This may result in a bubble being sent home but so far, we have not had to do this in any of our academies.

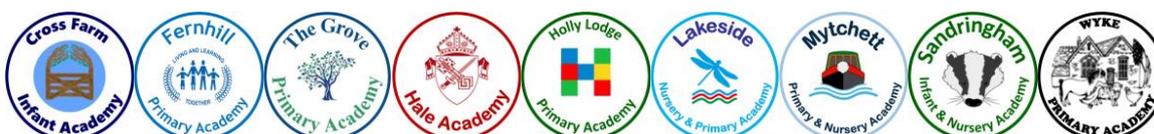
#### Bubbles

Guidance states that from September, children should remain in bubbles, but numbers will be increased to at least a class size, and in some circumstances, whole year groups. As a Trust, we have also decided to restrict the movement of adults between bubbles where possible. Staggered drop off and pick up times will continue. To support social distancing and to reduce the risk of bubble interaction we will have staggered break times and lunch times. At playtimes, the bubbles will be maintained with constant reminders about social distancing and good hand washing and respiratory hygiene. Additional handwashing facilities are being introduced where necessary.

#### Friday afternoons (For Reception to Year 6 children)

Initially, we will continue to close schools after lunch on a Friday to ensure comprehensive cleaning and to ensure bubble safety. We carefully considered this for September and have taken this difficult decision for a number of reasons:

- to enable enhanced cleaning of indoor and outdoor equipment and furniture and that which is shared between bubbles. (This will be in addition to regular environmental cleaning that is carried out by our contractors).
- to minimise cross-contamination by movement of adults between bubbles. Teaching staff have entitlement to statutory period of release for Planning, Preparation and Assessment (PPA) time. This is normally timetabled



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at different points throughout the week and the class is covered by various staff moving across the school. We have been concerned that this may mean cross- contamination of bubbles and therefore we have decided, for bubble safety, that all teachers will do their planning on a Friday afternoon, removing the need for other staff to enter the class bubbles and cover for their teacher.

- continuity and consistency for the children is a priority, enabling firm and secure relationships to be rebuilt with their own bubble adults following the closures.

Timings within the school day will be adapted to ensure that there will be no learning time lost and this will be achieved through a withdrawal of daily face-to-face assembly time and shortened playtimes or lunchtimes. There is strong evidence that where this model has been applied in other counties, it leads to purposeful, focused and enhanced learning.

While the school day will end after lunch, wrap-around care will be in place **for children of parents who work on a Friday afternoon**, until the end of the school day. The usual paid after school club provision will start at this time. If you believe you are entitled to this provision, please complete the

survey. <https://forms.office.com/Pages/ResponsePage.aspx?id=L3Sxt5XWaeE65u86ZdvtQjOYfGhbJo29KoTiYBCXAnIFURFI5MDRKVEk3WTJZRvDZRkJTVkRXS09KUS4u>

Qualifying children will need to **attend each Friday**, so that we ensure that we have enough support staff to care for the children. This will also ensure that we have controlled bubbles. Friday afternoon attendees will not be in the same bubble as they have been in during the rest of the week.

We are further considering how we can use the afternoon for targeted children for additional catch-up interventions and enrichment programmes. ***This would be by invitation only.***

It is our intention to trial the Friday afternoon closure for the Autumn term initially, with a review, including feedback from parents, at Half Term. Further Covid -19 guidance will influence this review.

#### Extended Services

Breakfast club and after school club will reopen from the 7<sup>th</sup> September. To support us organising the staffing for this please book your places before the end of July. Please follow your current procedures for booking. These staff have been furloughed and we will need to give them warning of a return date. The clubs will not be able to maintain class bubbles.

Yours sincerely



**Christine Dickinson**  
**CEO The Kite Academy Trust**