

7th September 2020

Dear Parents,

Welcome back to school at the start of a new academic year. We hope you have had an enjoyable summer break.

I would like to welcome everyone back to school. I am looking forward to leading the school, seeing all the children again after such a long time, meeting parents and being part of the community.

We have used our closure days, last week, and our INSET day to make the final preparations for making the transition from home learning to school learning as smooth as possible. All staff have been working hard to make sure that everything is in place for our safe return to school.

We have had work carried out on our premises during the summer:

- The playground has new markings, which look fantastic. Thank you to Miss Sidebottom, Mrs Gill, the PTA (who have partly funded the project) and the school council for planning the layout. We will be using the playground for PE as much as possible. The running track, netball court, mini football pitches will help us in these lessons.
- The school has been deep cleaned.
- Other work includes a new boiler, the PE hall floor, carpets in corridors and improvements to the path at the front of school.

Thank you to everyone who was involved in getting our school ready for our return.

Staffing

Reception – Mrs Gill

Year 1 – Mrs Dearnley

Year 2 – Mrs Gledhill

Year 3 – Miss Cranton

Year 4 – Miss Sidebottom

Year 5 – Mrs Haigh

Year 5 – Miss Montgomery

We are starting the school year in a very different way this year. The most recent government guidance has been followed to produce our risk assessment <https://www.gov.uk/coronavirus/education-and-childcare>. Please find a copy of our risk assessment under Parents, Newsletter and below is our policy into practice document. A

timetable showing start/end times and allocated zones can be found below and on our website. It is extremely important that times are adhered to and followed.

School opens on Tuesday 8th September 2020 for children at our academy. Please see the timetable below for the staggered start and finish times for each year group. Staff have planned to integrate children back into school knowing that, for some, this transition will be difficult after the prolonged period away from school.

We welcome back the children with our recovery curriculum. Children will rebuild relationships with each other, with staff and with learning. There will be gaps in learning which we need to identify and address. As a school we need to reignite skills for learning, how to work collaboratively and how to build upon our previous success. There needs to be a time and space for reflection and settling into new routines.

Children will all come to school with their own experiences of lock down and how it has affected them. We will facilitate this change, back to school, by making sure health and safety systems are in place, creating a positive environment for us to rebuild learning, provide support where it is needed and adjust to a new way of working. Please see the revised Policy into practice attached.

In the first half term our curriculum will be driven by teaching gaps in knowledge and understanding from the previous academic year, PSHE and living a healthy life style. These changes to our curriculum overview will be temporary for this academic year.

Dates for your diary (please see table)

Diary dates will appear on every newsletter each week. Any amendments to the diary will be in blue.

Unfortunately, we are unable to hold parent meetings for all year groups. We will continue to inform you of events and key information by email and newsletter.

Parents of children who have started in Reception class will meet myself Mrs Harris outside during the first week back.

P.E. Classes will be held on the following days:

Reception – Mrs Gill will advise later in the term.

Year 1 – Monday

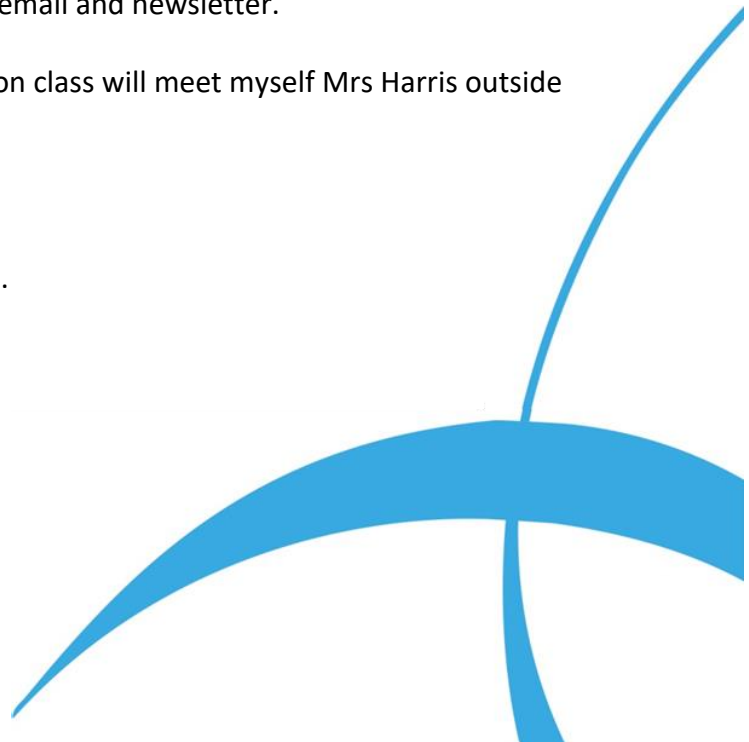
Year 2 – Thursday

Year 3 – Wednesday

Year 4 – Monday

Year 5 – Tuesday

Year 6 – Friday



P.E. kit to be worn to school on this day. New PE tops (the same as last year) for every child have been ordered and will arrive w/c 14 September. In the meantime P.E kit and school jumper to be worn to school on the class P.E. day. **Only plain tracksuit bottoms to be worn with the school jumper.**

Unfortunately due to Covid restrictions we will not be holding any Celebration Assemblies, Music lessons, School Activities and Year 6 swimming – these are cancelled until further notice.

Attendance

We cannot stress enough the importance of good attendance.

We do acknowledge that you can get cheaper deals when you take holidays in term time but before you take one or more of these holidays please consider the impact on your child. Parents sometimes tell us “My child is only young so it doesn’t matter too much”. This is incorrect. When children are at the start of their school lives learning to read and write, just missing one week of school can have a significant impact.

Please see our school website “Parents, Calendars” for this year’s holiday dates. Please remember the first week of our two week Spring Bank holiday may be cheaper this year because the majority of schools are not on their holidays this week.

Communication

If you have any enquiries please contact gca-enquiries@ipmat.co.uk

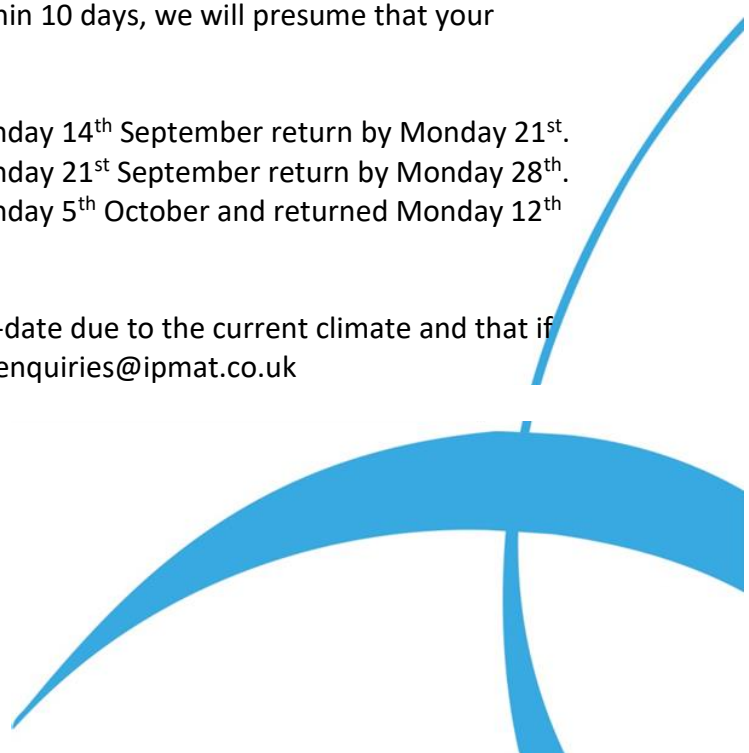
Please note our new email address.

New Student Forms

As part of GDPR, we will be sending to parents for Year 1 through to Year 6 children a new student form for this academic year. Parents will receive a populated form for their child. Please check all the details are correct. If there are any changes required, please amend the form and return the form to school. Please ensure emergency contact is valid and an email address. If you do not return the form back within 10 days, we will presume that your details are the same.

Year 1 and Year 2 – forms to be sent out on Monday 14th September return by Monday 21st.
Year 3 and Year 4 – forms to be sent out on Monday 21st September return by Monday 28th.
Year 5 and Year 6 – forms to be sent out on Monday 5th October and returned Monday 12th October.

It is important for all contact details to be up-to-date due to the current climate and that if there are any changes, please email school gca-enquiries@ipmat.co.uk



Regards,
The Leadership Team



Mrs C Harris
Head of School



Mrs P Gill
Acting Deputy Head of School

<u>Upcoming Diary Dates</u>		
Dates	Event	Who is it for?
Tuesday 8 September	Return to school	
Friday 18 September	Announcement of Academy Council members and Academy Captains	Classes
Friday 23 rd October	Break up for half term	
Monday 2 nd November	Return to school	
Friday 18 th December	Break up for Christmas	



Gawthorpe Community Academy
Drop Off and Pick up times from September 2020

Date	Drop Off Time	Group	Entrance	Zone	Pick Up Time	Pick up Zone
08.09	8.35 am	Year 6	Y6 Door		3.05 pm	Bottom Playground
08.09	8.35 am	Year 4	Y4/5 Door		3.05pm	Bottom Staff Car Park
08.09	8.45 am	Year 5	Y4/5 Door		3.15pm	Bottom Staff Car Park
08.09	8.40 am	Year 1	Y1 Door		3.10pm	Outside Band room
See Letter from Mrs Gill	8.50 am	Reception	Reception Door		3.20pm	Slope
08.09	8.45 am	Year 2	Front Door		3.15 pm	Top Car Park
08.09	8.35 am	Year 3	Front Door		3.05 pm	Top Car Park

Please note: For families with more than one child at the academy, please drop off at the **latest** time and pick up at the **latest** time.



Gawthorpe Community Academy Return to school September 2020 Covid 19 Policy into Practise

Please refer to map of school showing zones, entrances, outdoor areas and toilets.

Coming into School

- **Children and staff must not come to school if they are showing any signs or symptoms of illness.**
- **If anyone in school develops signs or symptoms of illness they will be put into the isolation room and parents will be contacted. Staff will be adhering to public health guidance. They should organise to have a test as soon as possible and self-isolate for 14 days.**
- **There is an expectation that all children attending school must be toilet trained.**
- **Children with intimate care needs will have individual assessments to ensure appropriate measures have been put in place. Parents may be contacted to collect their child in the event of them soiling themselves.**
- **All staff must park on road side. Car parks will be used as additional outdoor space.**
- **School times have been adjusted to accommodate staggered start and end times. Please note earlier and later start and finish times.**
- No adults are allowed into school building unless employed by Gawthorpe Community Academy. Parcels to be left outside. Parents communicate via enquiries and school phone.
- All staff must use hand sanitizer when entering the building, then sign in using their own pen.
- All staff **must** then wash hands.
- Key pads and hand rails to be cleaned by receptionist after all staff have arrived.
- Internal doors to be propped open to reduce the contamination by touch. In the event of a fire staff **must** close fire doors on exit.
- Children and staff should go to their allocated zones.
- All staff belongings should be kept in their allocated zone.
- To allow communication between zones staff can have their mobile phones, kept on silent, to phone for assistance during school hours.
- Staff can access staffroom with a limit of 3 people at any one time, remaining socially distant, to make drinks and warm up food. All surfaces and handles need to be wiped after use.
- Surfaces in classroom should be kept clear at all times.

At the start of School

- Staggered start and finish, please see timetable.
- Siblings need to arrive at the **latest** allocated time to their family and go to their own entrance.
- Siblings need to be collected at the **latest** time allocated to their family. They will wait inside in their zone until their sibling comes out of school. Parents will need to collect the youngest child first.
- **Children must not arrive at school before their allotted start time. Everyone must adhere to social distancing guidance.**
- Parents will drop children off at the gate, where they will go straight to their allocated entrance and maintain social distancing.
- Parents should drop off their children as quickly as possible, making sure entrances and pavements remain free flowing.
- Children must come in through the gate and into school on their own.
- Pick up zones will be marked out on the playground. These are signposted and marked with the colour of the zone. When parents collect their child they must remain socially distant from others, arrive no more than 5 minutes before collection and leave the school premises as soon as possible.
- Classes will be seated in rows with children facing forwards. There will be 4 zones on the main school building with a maximum of 60 children in each. Nursery will form its own zone. Classes will be allocated a teaching space these are called zones.
- In order to minimise cross contamination children must only bring their coat, a disposable **packed lunch** and water bottle into school. **No** other bags or equipment including sanitizer, PE kit, pencil cases or rucksacks should be brought into school.
- Parents to order school meals via the School Grid online ordering system. No meals will be ordered in class.
- Children will be having a **normal 60 minute** lunch time
- **Children will not be bringing anything home from school.**
- All children will be supervised whilst washing hands and wrists on entering the building. They will then have an application of hand sanitizer administered.
- In classrooms desks will be adhering to social distance guidance. Children will have an allocated place; their coat will be on the back of their chair and water bottle on this desk. Lunches will be stored in classrooms.
- Each child will have their own pack of stationery (except nursery and reception).

- The vast majority of the time children will be working in the same zone with the same members of staff every time they are in school.
- Each group will be allocated to their own zone. They will have their own entrance, toilet facilities and outside space.

During the school Day

- There will be no whole school assemblies. Assemblies will take place in the zones.
- Adults need to remain standing where possible.
- Break times will be staggered to minimise the number of children outside at any one time.
- Desks will be wiped down before lunch.
- Children will be supervised washing their hands before lunch.
- Lunch will be eaten in classrooms at their desk.
- Desks, chairs and surfaces will be wiped down after lunch before children return for the afternoon session.
- Equipment/ toys will be washed thoroughly, or remain unused for 72 hours before each session and will remain in that zone.
- Where possible work will be self-marked to minimise cross contamination.
- Outdoor learning will be prioritised where possible.

Cleaning

Hand / glove washing

- When entering the building
- Before and after break time
- Before and after lunch
- Before home time
- After using the toilet
- After coughing or sneezing

Children will have hand sanitizer applied after they have washed their hands in the morning.

Each zone has a cleaning kit containing washing up liquid, cloths and gloves. Desks, chairs, surfaces and bathroom areas will be cleaned more frequently than normal.

Bins will be emptied more frequently than normal.

Zones will be ventilated. Windows and doors should be open.

Equipment/ toys (including outdoors) will be washed thoroughly before each session and will remain in that zone or decontaminated for 72 hours before further use.

Behaviour

Children will be reminded of the school behaviour policy. This will be strictly implemented and adhered to.

Attendance

Government guidance outlines the return to the legal requirement of all children attending school.

Curriculum

We will be implementing a recovery curriculum, ensuring that children are ready to learn. This will re-establish working relationships with children and adults, assessments will take place to establish gaps in learning and there will be an emphasis on healthy lifestyle, including PSHE and wellbeing. Priority will be given to the teaching of skills and knowledge which will impact on the majority of subjects such as reading and writing. Gaps in mathematics will be identified and taught. There will be a period of catch-up to ensure subsequent learning is meaningful.

Further Considerations

- Teach the children what social distancing means.
- Teach the children how germs spread.
- Teach adults and children to clasp hands which will prevent faces being touched.
- Minimise the amount of jewellery worn by staff.
- Walk around the outside of the building to access toilets.
- Staff should stand up to prevent face to face contamination. Where this is not possible side by side contact only.
- Toilets should be allocated to each group and identifiable to children.
- Children should cough into a sleeve or tissue. If a child coughs into their hand they must wash hands immediately. Catch it, bin it.
- All resources for each day must be taken to zones before the start of each day. Access to resource areas will be restricted during the day.

