

Be inspired and achieve together

February 26th 2021

Dear Parent/Carer

Wider opening of the Academy to all students

You will be aware the Government has asked all schools and academies to plan for students, in all Year groups, to return from Monday 8th March. We have been making arrangements for our students to return on a **phased, staggered basis week commencing 8th March**. These arrangements are in line with the latest guidance and I will outline details for you in this letter. Please be aware these arrangements may be subject to change. I appreciate this letter is lengthy but I ask that you please read the letter in its entirety so you are aware of the full details.

Returning to school is vital for children's education and for their wellbeing. Given the UK's improved position in relation to Covid-19, especially regarding infection rates having fallen across all ages, the balance of risk is now overwhelmingly in favour of children returning to school. Attendance to the Academy will therefore be mandatory again from the day your child returns w.c. 8th March. Different Year groups are returning on different days and attendance will become mandatory from the day your child is required back in the Academy.

Whilst it is not possible to ensure a totally risk-free environment, schools and academies have been asked to balance and minimise any risks from Covid-19 with providing a full educational experience and delivering a broad and balanced curriculum for children and young people.

We have continued to review our health and safety risk assessments and updated our plans from 8th March onwards which incorporate the following measures:

- a requirement that people who have Covid symptoms stay at home. ***We ask that parents/carers inform us immediately of the results of their child's test for Covid-19.***
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in the Academy wherever possible and minimise potential for contamination so far as is reasonably practicable
- asymptomatic testing of students at the Academy before their return followed by 2 more tests in the Academy and the provision of home tests for students after that
- the requirement for students and staff to wear face coverings in class and whilst within the Academy buildings unless exempt

In order to reduce contacts between individuals we will continue to keep groups separate (in Year group 'bubbles'). Maintaining distinct groups or 'bubbles' that do not mix reduces the risk of transmission and makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.

Given the decrease in the prevalence of Covid-19 and the resumption of the full range of curriculum subjects, secondary schools and academies are encouraged to organise groups so they are the size of a Year group to enable us to deliver the full range of curriculum subjects and to ensure that students can receive specialist teaching from subject teachers. Teachers and other staff will operate across different classes and Year groups in order to facilitate the delivery of the Academy timetable.

Arnold Hill Academy is part of the Spencer Academies Trust

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It is strong public health advice that staff in secondary schools and academies maintain distance from their students, staying at the front of the class and away from colleagues where possible. Ideally, adults should maintain 2 metre distance from each other, and from children. However, the Government recognise this is not always possible so advise staff to minimise time spent within 1 metre of anyone. Schools have also been asked to limit the sharing of rooms and social spaces between different groups or 'bubbles'. In class, students will be sat side-by-side and facing forwards in lessons and Year group assemblies can take place.

We will continue with the arrangements we had from September whereby each Year Group will be located in a defined zone for all their timetabled lessons. Different Year groups will need to continue to arrive on site at one of 3 different entry points: 1) The gate next to the turnstile opposite the Arrow Public House 2) The gate and path next to the Community Centre on Gedling Road, and 3) The gate further up Gedling Road, close to Clarborough Drive. Please ensure your child knows which entrance they must use as they will not be admitted elsewhere. Students must time their arrival at the Academy gate carefully and must not gather in groups on Gedling Road. The Academy gates will be locked and students will be unable to enter the Academy site before their specified time.

Face coverings now required in lessons unless exempt

The government recommends that face coverings should be worn by staff and students where social distancing cannot easily be maintained when moving around the premises outside of classrooms or teaching spaces, such as in corridors and communal areas. In addition, for a limited period, we expect face coverings to be worn in classrooms and other teaching spaces, unless wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons, or for those who are exempt from wearing a face covering as set out in Government guidance. **Please ensure you make appropriate arrangements for your child to bring in an appropriate face covering every day**, this is the responsibility of parents/carers as we cannot always provide for those not bringing them.

Rapid Asymptomatic Testing and Staggered return for different Year groups

Rapid testing will continue to remain a vital part of the Government's plan to suppress this virus, in education and childcare settings and across society. This sort of testing means that asymptomatic people who might otherwise continue to attend educational settings are identified and self-isolate as soon as possible.

Asymptomatic testing of students and staff is already in place at Arnold Hill and I have written to you previously to explain this. The government are now asking schools and academies to put this in place for all students across the week of the 8th March as students return on a staggered basis.

On 22nd February the government announced the further expansion of this asymptomatic testing programme which states that students must be tested once **before returning to full-time education**.

This is then followed by two more tests in the Academy before home testing will commence. If you haven't already done so, can you please provide consent to test by clicking the link below to fill out the consent form before your child returns to the Academy.

<https://forms.gle/sbgKCgXnVi8uKabQ6>

Only children whose parents/carers have provided consent for testing are permitted to attend Arnold Hill on the day their Year group is tested. Students should only come to the Academy if they are being tested and will return home once the first test is completed.

If a parent/carer does not provide consent for testing their child then the child will need to be sent home for full isolation if they are identified at any point as a proximity contact of someone who receives a positive test result.

Students will be tested 3 times in school. The first test must take place the day before returning to normal lessons. On the day of the first test, your son/daughter must arrive promptly at the Academy at the time which will be provided. If their test appointment is Period 1, they must arrive at their usual entrance point (which they used in the Autumn term). Test appointments from Period 2 onwards must enter via the community gate (next to the community centre).

Week commencing 1st March 2021

Monday 1st	Tuesday 2nd	Wednesday 3rd	Thursday 4th	Friday 5th
Remote learning for all students	Remote learning for all students	Remote learning for all students	Year 12/13 – Test 1	Year 11 – Test 1
Students will arrive at school at their designated time slot and leave immediately after their test				

Week commencing 8th March 2021

Monday 8th	Tuesday 9th	Wednesday 10th	Thursday 11th	Friday 12th
Year 10 – Test 1 Students will arrive at school at their designated time slot and leave immediately after their test	Year 7 – Test 1 Students will arrive at school at their designated time slot and leave immediately after their test	Year 9 – Test 1 Students will arrive at school at their designated time slot and leave immediately after their test	Year 8 – Test 1 Students will arrive at school at their designated time slot and leave immediately after their test	Year 12/13 – Test 2 Students will arrive at school at their designated time slot and leave immediately after their test
Y11/12/13 In school for lessons	Y10/11/12/13 In school for lessons	Y7/10/11/12/13 In school for lessons	Y7/9/10/11/12/13 In school for lessons	<u>All students</u> back for lessons in school

Week commencing 15th March 2021

Monday 15th	Tuesday 16th	Wednesday 17th	Thursday 18th INSET Day	Friday 19th
Year 11 – Test 2	Year 10 – Test 2	Year 7 – Test 2	Year 9 – Test 2 Students will arrive at school at their designated time slot and leave immediately after their test	Year 8 – Test 2
All students will be in school for lessons as normal. On a student's test day, they will receive the test during the same period as they received their first test and return to lessons				

Week commencing 22nd March 2021

Monday 22nd	Tuesday 23rd	Wednesday 24th	Thursday 25th	Friday 26th
Year 12/13 – Test 3	Year 11 – Test 3	Year 10 – Test 3	Year 7 – Test 3	Year 9 – Test 3
All students will be in school for lessons as normal. On a student's test day, they will receive the test during the same period as they received their first test and return to lessons				

Please be clear that when students attend the Academy for their first test they go straight home afterwards and **do not return to full-time lessons until:**

- **8th March** for Years 11, 12 & 13;
- **9th March** for Year 10;
- **10th March** for Year 7;
- **11th March** for Year 9 and
- **12th March** for Year 8.

End to on-site provision for children of critical workers & vulnerable children from Thursday 4th March

Due to the demands on staff capacity caused by testing requirements and the phased return of students we will cease to provide on-site provision for students from 4th March and these students will be required to remain at home accessing remote learning until their phased return date the following week.

End to 'live' lessons for all students from Thursday 4th March

Due to the demands on staff capacity caused by testing requirements and the phased return of students 'live lessons' will cease from Thursday 4th March and students will be set remote learning activities instead.

Student arrangements for arriving at the Academy each day following their first asymptomatic test

Following their first Covid test in the Academy and upon returning to full-time lessons, students are required to continue to arrive at staggered times and will need to line up in their specific location away from other Year groups. Students will line up outside Academy buildings according to the classroom they are next in, there will be signposting for each room showing students where to line up. Students will be met outside the building by their teacher before entering the building under the instruction of their teacher. It will therefore be crucial that all students come to the Academy each day with a suitable outdoor coat which is waterproof and protects them from the weather as well as ensuring they bring an appropriate face covering every day to wear once inside the Academy buildings.

	Entrance/ Exit	Arrive at	Lining up	Enter Building Via	Leave at
Y7	Gedling Rd near to Clarborough Drive	8:15 – 8:25	B Block The curve	Orange Doors B Block	14:55
Y8	Pedestrian entrance next to the turnstile	8:15 – 8:25	B Block Tennis Courts	Purple Doors B Block Hall	15:00
Y9	Community Centre Path	8:30 - 8:40	A Block Park Area	Blue Stairs A Block	14:55
Y10	Gedling Rd near to Clarborough Drive	8:30 – 8:40	Play Football Car Park	Yellow Stairs A Block	15:05
Y11	Community Centre Path	8:15 – 8:25	Events square	Pink Stairs A Block	15:05
Y12 & 13	Pedestrian entrance next to the turnstile	8:30 – 8:40	Straight to P1/ C Block	A Block Green Stairs B Block via PSU	15:05

Different Year groups will each have a designated set of stairs for them to use to enter and leave buildings. Toilets and cubicles will be labelled and designated to specific Year groups. As detailed in our risk assessment enhanced cleaning protocols will be in place.

At the start of each day students will arrive, line up outside the building then go into Lesson 1 with their teacher. Guidance time with Tutors will take place later in the day. Teachers will walk their class into the building, students will wash their hands using the handwash provided on entry to the classroom and the lesson will begin. At the end of each lesson the teacher will walk their class back along the same route they entered, then outside to line up in different groups for their next lesson. We will line students up outside for every lesson to reduce individual contacts on the corridors and to enable a more ordered lesson changeover. As with the beginning of the day we will operate with a slightly staggered departure using 3 different exits.

Please ensure your child comes to the Academy with a face covering and a fully equipped pencil case as we wish to minimise the lending of equipment in order to reduce the risk of infection.

Period 1	Period 2	Break	Period 3	Lunch	Guidance	Period 4	Period 5
*8:40 -9:35				11:55 – 12:30 Y7, 8, 9 & 12	11:55 – 12:30 Y10, 11, 13		
Y7, 8 & 11 arrive at 8:20 . Y9, 10, 12 & 13 arrive at 8:30	9:35 – 10:35	10:35 – 10:55	10:55 – 11:55	12:30 – 13:05 Y10, 11, & 13	12:30 – 13:05 Y7, 8, 9 & 12	13:05 – 14:05	14:05 – 15:05

At lunchtime we will continue to stagger the timing of when different Year groups have lunch. Students will have 35 minutes for lunch and 35 minutes for Guidance with Tutors. This allows one Year group to use B Block Hall to eat their packed lunch or Academy food. All chairs, surfaces and toilets will be cleaned before a different Year group arrives in the lunch area. Students will be able to purchase food from the lower courtyard catering huts as well as having outdoor access to the tennis courts. A different Year group will occupy the canteen (SnackChat) and have the same menu. We encourage parents/carers to provide their child with a packed lunch, drink and snack to bring into the Academy each day, however we will continue to have food available to purchase as we did in the Autumn Term.

Year 11 and Year 9 can purchase food, as detailed above, from the servery next to A Block Hall. Year 11 will continue to have access to the 'events square' while Year 9 will have outside access to the Park Area between A Block and 6th Form Block. Years 12 and 13 will remain as a single bubble and will be able to use the Sixth Form Block to purchase food from the servery there.

Parent/Carer Contact Details

Communication between the Academy and home is vitally important so please make sure we have your up to date contact details, including email addresses and mobile phone numbers. It is also important that we know of any health issues your child has so we can support them effectively. Please email any changes to schooloffice@arnoldhillacademy.co.uk.

Sixth Form Information

From Monday 8th March all Year 12 and Year 13 students should continue to enter the Academy site via the gate next to the turnstile on Gedling Road and arrive at the required time each day and go straight to Period 1 lessons entering A block only through A Block reception and the green stairs or entering B Block only through PSU. Sixth students must always depart the site via the Turnstile gate not the Community gate. Students must wear their lanyard identity card at all times and will not be allowed on site without this.

Sixth Form students have set arrival and departure times which remain the same as last term. These are set out below:

Sixth Form Arrival Times

8.30 For period 1 and 2 lessons
10.30-10.45 Only if no lessons period 1 and 2
11.30-11.45 Only if no AM lessons

Sixth Form Departure times

1.15-1.30 If no lessons in the afternoon

3.05 For period 4 and/or period 5 lessons

Sixth Form students should only arrive and depart once in a day. They are not permitted to leave the site and come back between lessons. When not in lessons students should study in the Sixth Form Centre or designated rooms allocated for the Sixth Form

As always, we are very grateful for the continued support parents and carers give the Academy. We really look forward to seeing our students return to full-time education at Arnold Hill.

Yours faithfully

Matt Robertson
Principal