

Reminder: Start dates for the new year:

- Y7 & 12 – Thurs 3 September
- Y8, 11 & 13 – Fri 4 September
- Y9 & 10 – Monday 7 September

Tuesday 1 September 2020

RE: Key Covid-19 Secure Information for the Autumn Term

Dear Parents & Carers,

Like many, I am sure you have been following closely the national efforts that are being made to ensure that all children across the UK return to full-time education this week. We are in the fortunate position as a school to have available space on our second site. By relocating Y7 and Y8 to KAA2 we have been able to ensure a safer and more pleasant environment for everyone - with better physical distancing, appropriate outdoor space for each year group, and all students accessing the full curriculum from day one. The information below outlines the further steps that are being taken at KAA to look after your child and to ensure their safety when they return to school.

Year group bubbles

All KAA student have been placed in year group bubbles to ensure there is as little mixing as possible on the school site. This means that opportunities for year groups to mix in classrooms, corridors and communal areas has been limited as far as is possible. Inevitably in a building of KAA's size mixing between year groups can never be completely eliminated, however we are confident that the plan we have in place for this strong and robust. its features are as follows:

- Class groups in KS3 are being kept consistent throughout the day and will only move between classrooms when absolutely necessary (e.g. to attend PE or a specialist teaching space)
- Each year group has their own designated restroom area
- Each year group has their own designated outdoor play space
- Each year group has their own area in the dining hall and separate queuing systems for entry
- All assemblies this year will take place within year group bubbles

Staggered entrance and exit from the building

Each year group has been given a separate entrance and staggered start/finish time, as detailed in the table below. **It is vitally important that your child arrives at the building within the timeframes below.** Punctual attendance is more important than ever this year. If your child arrives early, they will be asked to wait outside the building and separate from other year groups. If they arrive to school late normal sanctions will apply and they will need to wait for other year groups before entering the building.

Year Group	Arrival Time	Departure Time	Entrance
Year 7	8.30am - 9.00am	3.50pm	KAA2 - Sports Gate
Year 8	8.30am - 9.00am	3.50pm	KAA2 - Reception Entrance
Year 9	8.30am - 9.00am	3.45pm	KAA1 - Community Entrance
Year 10	8.00am - 8.30am	3.55pm	KAA1 - Community Entrance

Year 11	8.00am - 8.30am	3.55pm	KAA1 - Main Student Entrance
Year 12	8.30am - 9.00am	3.45pm	KAA1 - Main Student Entrance
Year 13	8.30am - 9.00am	3.45pm	KAA1 - Grandin Entrance

Breakfast club is available to students every morning during their designated arrival times and students are encouraged to avail of this opportunity. Enrichment clubs will also run after school as normal and more information about the clubs available will be published shortly.

Transport to school

Students can arrive to school at any time within the windows outlined above, which should give families the flexibility to get children to school safely. We are encouraging as many students as possible to walk or cycle to school, rather than take public transport - these options are both healthier and safer for all and help to ensure that public transport is not overwhelmed.

We are aware that some Y7 and Y8 parents are concerned about the journey to KAA2 for their child. To support with this, we will be offering a "walking bus" service where students can be escorted safely by an adult between KAA1 and KAA2 at the beginning and end of the day, more details on this service will be provided shortly. To express an interest please fill out the form at the following link: <https://forms.gle/k7bLUqr84UsXG8sE9>

Hand washing and sanitising

The evidence is very clear that increased handwashing and sanitising is a vital step in reducing the spread of coronavirus and KAA will be encouraging students to wash or sanitise their hands at the following times:

- Arrival to school
- Before entering a classroom
- Before eating or drinking
- After using the bathroom

Hand sanitiser will be available outside all classrooms and eating spaces for students to use and they will be prompted to do this as part of the normal school routine. your child may wish to carry their own personal supply of hand sanitiser with them and is permitted to do so.

Cleaning and space adjustments

As you would expect, we have greatly increased the frequency of our cleaning schedules in the academy. Commonly touched surfaces such as doorknobs and handles are being cleaned around the clock by a team of professionals. We have also invested in advanced equipment which enables shared specialist teaching resources to be cleaned quickly and safely between uses.

We have also, where possible, adjusted seating arrangements within the academy to ensure that students are facing the same direction as this has been shown to reduce direct droplet transmission. Teachers teach from the front of the lesson and 2-metre distance tape has been outlined on the floor of each classroom to encourage 2-metre distancing.

Mask wearing

We are aware of the ongoing national debate around this issue and are monitoring developments closely. As the situation currently stands, students and staff are **not** required to wear masks as our local transmission rate is low. Students and staff are welcome to wear masks at KAA if they wish, however, it is not currently a requirement to do so.

Changing facilities for PE and Dance

The current advice nationally is that schools are not allowed to use changing rooms on site. Students should therefore wear their PE kit to school on days where they have dance or PE lessons. This policy is subject to change depending on updates to the guidance as the term progresses. Please note that it is not permitted to wear PE kit to school on days where they have a sports enrichment **only**. Students should bring their PE kit separately and be prepared to discreetly get changed in a bathroom stall prior to the enrichment.

I do hope that the information enclosed in this letter will have answered many of the questions you may have about the steps KAA have taken to keep our students safe this term. Due to the number of additional measures in place it has not been possible to list them all here. If you would like further information, we are developing a frequently asked questions section on our website. It is available to view along with the full KAA risk assessment at the following link: <https://kaa.org.uk/students-parents/covid-19-parent-updates/>

Free School Meals

If your circumstances have changed and you would now like to apply for Free School Meals, please complete the online form at www.fsm.lgfl.net. The academy will be notified if you are eligible and the Free School Meals status will be added to your child's account.

If you are still worried or would like to discuss any of the issues raised in this letter further, please contact your relevant Director of Learning using the details below:

Year Group	Director of Learning	Email
Year 7	Ms Reed	m.reed@kaa.org.uk
Year 8	Ms Dewes	i.dewes@kaa.org.uk
Year 9	Ms Armitage	s.armitage@kaa.org.uk
Year 10	Ms Bates	k.bates@kaa.org.uk
Year 11	Ms Gurnell	a.gurnell@kaa.org.uk
Year 12	Mr Whitlock	a.whitlock@kaa.org.uk
Year 13	Ms Boyle	o.boyle@kaa.org.uk

Kind Regards,



Niall Dumigan
Assistant Principal