

20 July 2020

Dear Parent / Carer

Following the announcement from the government for schools to fully reopen in September we have been busy preparing and updating our risk assessment which has now been approved by Delta Academies Trust Directors.

This letter is intended to outline some of the practical measures which you will need to be aware of for September.

Attendance / Class Bubbles

The Academy will operate in class / year group bubbles. This means that your child will stay in their own year group for all lessons. In Primary this will be in classes, and your teacher has already introduced themselves via zoom calls.

Attendance will become compulsory again from the week commencing **31st August 2020**. Leave of absence requests will only be approved under exceptional circumstances.

First Day Back Times

On the first day back, **Wednesday 2nd September 2020** we will need to spend more time showing the children their entry and exit points around the academy. To enable us to maintain social distancing whilst doing this we have increased the time between year group arrivals on the first day back. **The times below are for Wednesday only.**

Wednesday	
Time	Year group
8.45 - 2.45	Y6
9.10 - 3.10	Y1
9.25 - 3.05	Y2
9.40 - 3.00	Y3
9.50 - 2.55	Y4
10.00 - 2.50	Y5
10.15 - 2.40	FS2

Normal School Day and Times

In order to avoid bubbles mixing, it is important that your child is neither early nor late to school, but arrives at the specified time.

Only one adult per family will be allowed on site to drop off and collect children. Please enter and exit the site using the one way system and whilst waiting please stand on the markers provided. Social distancing should be maintained at all times.

From Thursday 3rd September 2020

Year group	Arrival time	Exit time
AM Nursery	8.30	11.15 - 11.30
PM Nursery	12.00	2.45 - 3.00
FS2	8.40	2.40
Y1	9.10	3.10
Y2	9.05	3.05
Y3	9.00	3.00
Y4	8.55	2.55
Y5	8.50	2.50
Y6	8.45	2.45

Siblings in different year groups

Morning drop off – All children can arrive at the time of the eldest primary sibling.

Collection - There will be a waiting area identified to the side of the school carpark where you can wait and maintain social distancing.

Breakfast / Afterschool Club

Due to the need to maintain children in year group bubbles we are currently unable to offer this provision. As soon as we are able to provide this safely and practically we will relaunch this service.

Lunchtimes

Students will have breaks and lunches in separate areas of school. **All meals will need to be paid for using ParentPay.** We are unable to take any cash for any reason. School meals must be paid for in advanced. No account will be allowed to go more than £5 overdrawn. If your account goes overdrawn you will be contacted to either provide a packed lunch or add funds to your ParentPay account. If you believe you may be entitled to Free School Meals you can apply via the Nottinghamshire Free School Meals Portal. If you do not currently have a ParentPay account please contact the office on Tuesday 1st September 2020.

<https://www.nottinghamshire.gov.uk/education/school-meals/free-school-meals-and-milk>

Uniform

It is essential that students return in the full, correct uniform in September. Attached is a copy of our uniform guide and you will also find a copy of this is on our website. This guide outlines our expectation about uniform. Only plain black shoes which can be polished are allowed. Trainers/boots and trainer style shoes are not allowed.

Our uniform is our starting point for setting out our high standards, it is how we identify ourselves as an academy and we want all students, staff, parents and carers to be proud of our academy.

Uniform can be purchased direct from SPT Uniforms using the link on our website. Due to the current climate uniform will be delivered to your home address. We are unable to take uniform orders in cash through reception at this time.

Hairstyles, Makeup and Nails

Our policy states clearly that students are not allowed any extreme hairstyles in school. Hair styles should be sensible and colours should be natural. Extreme hairstyles, including haircuts below a grade 2, will not be allowed. No visible makeup is allowed. Nail polish and any type of false nails, including clear gels, acrylics, extensions, etc, are not allowed.

Jewellery and Smart Watches

No jewellery is allowed except a wrist watch and a medic alert necklace or bracelet. Smart watches are not allowed in the Academy. Piercings, including clear piercings, are not allowed. If a student is thinking about having their ears pierced, or any other piercing, this should be done at the start of the summer holidays, as any students with piercings in September will be asked to remove them.

Parents

For the protection of all, parents will not be allowed onto the school site without a prior appointment. Reception areas are high risk and so ours will be closed. Please direct any queries to us via email or telephone.

Hygiene

Students will be expected to sanitise their hands on entry and wash them regularly throughout the school day.

Behaviour

Abiding by social distancing rules, following one way systems, staying within boundaries and following reasonable requests are more important than ever. Please talk with your son/daughter about their importance before they return to the Academy.

We wish you and your families a restful and enjoyable summer and eagerly anticipate the return to full time education in September.

Kind Regards

A handwritten signature in black ink, appearing to read 'Miss P Robinson', followed by a large, stylized circular flourish.

Miss P Robinson

Principal

