

Dear Parent/ Carer,

RETURN TO SCHOOL FOR YEAR 6 PUPILS

Following the information sent to you by Ms Hashmi regarding school re-opening for Reception, Year one and Year 6 learners we would like to provide you with some more detailed guidance about how things will look for your year group. The information **below outlines how school will look for our Year 6 learners for the first 2 weeks once school reopens. Confirmation of any school openings and dates, will follow in a separate letter.**

There is lots of detailed information that you need to know so we ask that you please read the information thoroughly and carefully. If you would like to read the government guidance for yourself, please use this link to do so: <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

Organisation of learners:

Government guidance outlines that children should be taught in groups of no more than 15 learners, and that these groups should stay together at all times. There should be no movement between groups, with both adults and learners not mixing with anyone outside their group.

For the first 2 weeks when schools re-open our year 6 children will be split into groups of 8 learners. Children will attend school for a session of 2.5 hours every day. Each group will have at least one adult with them at all times. This is to maximise our ability to promote social distancing and minimise contact between learners and staff. In order to support year 6 children with transition into the secondary phase, they will be taught in the maths hub in secondary. They will be taught by either a member of the year 6 team or a member of year 7 staff.

We will aim to place children with at least one good friend so they feel safe and happy on their return to school.

Timings of the day:

When school reopens there will be a period of transition and induction for learners. This will mean not all learners come back on the first day we are open. I am sure you understand these are unprecedented times and rushing in to this new way of working would not give us time to test processes in order to refine the best ways of working to keep children, staff and their families as safe as possible.

Year 6 children: Children in year 6 will attend school for 2.5 hours per day, 4 days a week (Monday – Thursday) with an additional 30 minutes to eat lunch either at the start or end of their session. For the morning session, children need to arrive at 8:45 to start at 9:00 and finish at 11:30. At 11:30 grab bags will

be delivered to classrooms where children will take these to enjoy at home. Morning session learners will be dismissed at 11:30.

For the afternoon session, children need to arrive at school for 12:00, with a 12:30 start and finish at 3:00. On entering the building learners will be provided with a grab bag lunch and will be directed to the forum where they will eat their lunch, before starting classroom lessons at 12:30.

Organisation of the sessions:

Children will stay in their group of 8 learners for their full 2.5 hour session. They will not move between adults, other children or rooms. All children will be in a classroom with toileting facilities across the corridor. These will not be shared between groups.

Children will be taught a range of lessons and transition activities across their weekly sessions. Government guidance states that unnecessary equipment should be removed, as should soft furnishings and equipment that is hard to clean. This will cover much of the resources on offer in year 6 therefore we will make a 'best fit' judgement to balance having quality resources on offer to aid learning, whilst aiming to keep our children as safe as possible.

There will be no larger group meetings such as collective worship, breakfast club or after school clubs taking place.

Frequent handwashing will be in place throughout the session, and supervised as much as possible.

Organisation for drop off/ pick up:

Your child will be assigned a classroom. You must drop them off and pick them up from outside the Teasdale Street entrance maintaining a 2m distance from all school staff. Children **must** be dropped off and picked up by an adult. Further guidelines at the school gate will be provided surrounding where parents and carers can stand whilst waiting for their child to exit the building. If your child is unable to attend school on a certain day please ensure this is reported to school at the earliest opportunity by contacting the key stage 3 attendance officer, Nicole Bradshaw on email at n.bradshaw@bradfordacademy.co.uk or calling 01274 256679.



Entrance



Conduct around school:

In line with government's guidance, Bradford Academy has had to enforce stricter rules to keep everyone safe. As a result of this, if your child does not follow the rules, our provision offer will be withdrawn and they will have to remain at home until a later date. This is in line with the revised behaviour policy.

Actions for parents/carers to take:

In order to keep everyone on the Bradford Academy site as safe as possible, we are asking that all parents/carers ensure they do the following:

- Ensure your child/children always arrive on time for their session.
- Ensure you collect your child/children on time after their session.
- Do not arrive early to collect or drop off your child/children to avoid gatherings by the gate.
- We ask that **one adult** (known to school and over 16 in line with our usual protocol) collects your child.
- Please do not enter the building, say goodbye to your child/children at their external door. When collecting please wait in your area, this will be directed to you by staff, ensuring you are socially distanced and wait to be called.
- **ALL PRIMARY LEARNERS WILL ENTER VIA THE TEASDALE STREET ENTRANCE FOLLOWING THE MARKERS SET OUT FOR THEM. Each marker is 2m metres apart please maintain social distancing whilst waiting.**
- Ensure your child attends all their sessions (unless they or a member of your household are unwell).
- Inform staff immediately if you or a member of your household feel unwell.
- After you have returned your child's reading book please do not send book bags or other items from home.
- Please share the information in the table below with your child and talk to them about what to expect when they come back to school. We have tried to keep the language as positive as possible so children can feel excited and hopeful about their return to school. Balanced with this, we feel it's important they have an understanding (on their level) of what to expect and why.



When your child is not in school:

Home learning will continue to be set on a weekly basis via the 'year 6 transition' tab on the learning gateway. This will make up for the hours your child would usually be in school. Although we cannot



enforce that this is completed, we would strongly encourage you to complete it with your child to best support their development.

Please do not come onto the school site with your child/children if it is not their session at school (unless collecting siblings who are in school)

Once the year 6 provision commences on the 22nd June, your new staff contacts in school will be Katie Matthews (Assistant Principal for KS3) and Jodie Bates (Head of year 7). Please ensure you use these new contacts after this date. The contact details for these staff are below, email contact is recommended where possible. Please only use these contact details, staff will not be able to answer any questions or hold any conversations at the door. This will help us minimise contact between ourselves.

- KATIE MATTHEWS – Assistant Principal for Key Stage 3
 - Katie.matthews@bradfordacademy.co.uk
 - 01274 256793
- JODIE BATES – Head of year 7
 - J.bates@bradfordacademy.co.uk
 - 01274 256560

Childcare OR school sessions:

A small number of learners have continued to attend school whilst we have been closed to the majority. This childcare will continue to take place with the same timings as offered previously. This small group of children will continue to access their normal provision in primary, with access to the year 6 transition tab, on the learning gateway. This will continue unless their parent/carer no longer requires the use of it.

Children in childcare will not mix with other learners in school and cannot go between the two offers. If your child is currently accessing childcare and you wish to change this to school sessions, please speak to school staff when dropping off or picking up your child from the current childcare provision.

Information for our year 6 children. Please share this with them:

| School before we closed: | School NOW: |
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| I was in the same room as all my classmates. | I have a group of 8 people I am in a class with. I will have a good friend with me. |





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| I used my own classrooms and other rooms around school (hall, dining area, library etc.). | I stay in one classroom every day. This classroom will be in secondary. |
| I was taught by my class teacher. | I will be taught by a member of the year 6 team or a year 7 teacher. |
| I could have self-reflection time outside the classroom when I was frustrated. | I have self-reflection time at my table in the classroom. |
| I worked collaboratively with my table group and table partner. | I work independently. |
| I played with my friends at break time. | I will keep two metres away from my friends. |
| I used things to help with my learning which were kept around the classroom. | I will have some things in my tray (pencil, pen etc.) which are just for me to use. I will keep them safe when I'm not using them. Some things might be away in the cupboard because my teachers are keeping them clean. |
| I could walk to and from school by myself. | My adult must take me to school and pick me up to keep me safe. |
| I took a pencil case to school. | I must use the resources given to me at school. |

Parent Contract

As parents you have an important role to play in ensuring your child’s successful transition back into school. By sending your child in you agree to abide by the statements below. If you do not feel able to support us in the ways outlined below please do not bring your child to school.

1. I understand that if anyone in my household shows signs of Covid-19 no one from my household should come onto the school premises.
2. If my child becomes unwell during the school day I must come and collect them as soon as possible.
3. If my child is sent home with Coronavirus symptoms I will follow government guidance on self-isolation and testing.
4. I understand that I will no longer be able to enter the primary site when I drop my child off. I will maintain social distancing at all times and act in a calm manner. Adults failing to follow these rules will be banned from site.
5. I understand that start times and end times will be staggered and it is vital that I drop my child off and collect them on time.



6. I understand that due to the bubble system, my child may not be with their normal teacher or 'best' friends.
7. I will not be able to have face to face contact with a staff member. I will give all staff on site 2m's distance.
8. I understand some staff will be using PPE when needed.
9. My child will wear clean clothes to school every day (not necessarily school uniform).

