

CITY ACADEMY NORWICH

28 May 2020

Update as of Monday 28 May 2020

Re: Reopening of school to more pupils in June

Dear Parents and Carers,

We hope you are well and staying safe. Firstly, I would like to thank you for your continued and Herculean support of your child's education during this time.

As you may know, the Government has declared that we are set for a phased return to school for year 10 students. I write today to inform you of what this may mean for your child after half-term, and to seek your input into our proposed way ahead.

From Monday 15th June, City Academy Norwich will be open, as it has been since the 20th of March, for children classed as priority groups: vulnerable or children of key workers. **We have also planned, in line with the Government advice, for the partial return of some students from Monday 15th of June, so that we can offer face-to-face support to supplement the remote education of year 10 students.**

The plan for continued educational provision for all year groups is outlined in the table below:

Year Group	Plans
7	Home learning
8	Home learning
9	Home learning
10	<p>In school provision commencing June 15th.</p> <ul style="list-style-type: none">• The year group will be divided into small classes of no more than 9 students to ensure 2m social distancing.• Teaching will be on a shortened day from 9am – 12:30pm with sessions daily of English, Maths, Science.• Students will be in fixed 'bubble' groups and in set classrooms.• Students will attend 2 days over a two-week rota and be told which days these should be once parents \ carers have confirmed their child's attendance via the survey link below. <p>Confirm if your child will or will not attend by completing this survey link: https://forms.gle/suoRpuXwqrZVmF339</p> <p>All of the above will only take place if the government guidance recommends it is safe to do so from the 15th of June. If plans change based on the advice from government we will communicate this to you.</p>

Students within the key worker provision across all year groups will continue.

As Headteacher of this academy, my priority is the safety and well-being of our students, and everyone who sets foot on the school premises. I also wholeheartedly believe that schools exist to serve children, and in the child's fundamental right to education. We have, as you know, remained open for children of priority groups since the start of lockdown, including the Easter weekend and three bank holidays. Below, I have outlined the measures we are taking to safeguard students and teachers.

I am sure that many of you will have questions or concerns about your child/ren attending school again, whether they relate to transport, anxieties about safety on site or worries about how your child may cope with a return to school in these unusual circumstances. Many may be answered by the Government's Q&A here: <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

You and your child/ren may also find the wellbeing resources we have on our school website helpful here: <https://www.cityacademynorwich.org/student-access/community-wellbeing-support>

In the meantime, the safety of our students, staff, their families, and our wider school community remain our priority. Thank you again for your continued support: it has been my pleasure to lead the Academy throughout this period thus far. We are a very special community at City Academy Norwich. I would reiterate that I do not take any decisions lightly when students' welfare is concerned, and I am certain that we are able, taking the steps above, to open safely for a partial return of students.

Keep safe and well.

Yours sincerely,



Mr P Collin
Headteacher

Outline of measures taken for phased re-opening for your reference and guidance

I would like to give you every assurance that we have worked and continue to work hard to put extensive safety measures in place to overcome any logistical hurdles. We have conducted comprehensive risk assessments and I am supremely confident that we can meet, and indeed exceed, the requirements for the national guidance for safe opening.

Below you will find our plan for opening to Year 10. If your child is not in these year groups, nor in a priority category for education (e.g. key workers), please continue to make best use of the online learning that is available to enable them to keep up with their education as much as possible.

Year 10 'face to face' Education Provision

Our proposed date for opening to Year 10 students is Monday 15th of June. The Government has advised that schools should reduce the number of young people in classrooms compared to usual and put protective measures in place to reduce risks. Children are asked to stay within their new class/group where possible.

To this end, we will be dividing the year group into a quarter, with a maximum of 9 students in each group. Each group will attend from 9am – 12:30pm hours per day, in most cases with their normal teacher. Classes will, be held in different classrooms around academy to support infection control and distancing. Students will sit at the same desk each day and have the same equipment provided by the academy, much like students do in formal exam settings. We will be implementing a rota timetable for Year 10 as follows:

Year 10 only	Times of each session
Session 1	9:00am-10.45am
Break 10.45am-11am - STUDENTS TO REMAIN IN CLASSROOM AND SUPERVISED BY TEACHER. Water will be provided and an apple.	
Session 2	11am-12.30pm

You will be contacted during the week commencing 8th of June to inform you which session your child should attend within a two-week cycle period and on what days.

Should you decide not to send your child into school over these times we would expect them to be completing online learning as per the home learning timetable outlined below.

The above structure allows teachers to be in school for no more than two days a week, thus further assisting infection control.

Infection Control and Social Distancing Measures

In line with Government advice, we have implemented a range of protective measures across the Academy. These include: temperature-taking and handwashing on arrival, 2m at all times social distancing, handwashing guidance information, increased cleaning of classrooms and all surfaces, advise and utilising outdoor space if applicable, and staff PPE.

Social Time and Catering

To minimise the risk of infection and to maximise learning time, there will be **no social time or catering provision** for students or staff with the exception of a bottle of water and an apple at break time, nor will social gatherings be allowed, to best support adherence of social distancing guidance.

Contact with Tutors

As per the email system outlined on the academy website here: <https://www.cityacademynorwich.org/wp-content/uploads/2020/03/Teacher-Email-Addresses.pdf>

We also ask that parents and carers do not gather at entrance gates or doors at this time or enter the site for any reason. If you need to speak to a member of staff, please use office@cityacademynorwich.org or email a teacher.

Behaviour

Our high expectations of behaviour and attendance remain. We look forward to welcoming students who are willing and motivated to learn, and we expect our young people, as always, to behave safely and sensibly. Our behaviour policy can be found at: <https://www.cityacademynorwich.org/wp-content/uploads/2020/02/CANBehaviourforlearningPolicy..pdf>

Uniform

Students are not required to wear uniform during this phase and the staff dress code has also been relaxed. The Government has advised that there is no need for anything other than normal personal hygiene and washing of clothes following a day in school.

We would also ask that you continue to play your part in the return to school. For instance:

- No one should come to school if they are displaying symptoms of coronavirus.
- If your child is brought to, and collected from, school, only one parent/carer should do this.

Home learning timetable changes

Below is a revised timetable for students' home learning. This will commence from 1st of June for all students within years 7, 8, 9 and 10. You will notice we have built in some wellbeing and recreational time into the afternoon to support families managing the home learning demands.

Over the course of each week we will issue a number of ideas and resources to assist with you supporting your child's wellbeing and fitness. However, this time is also set aside to allow you to explore, create and discover with your child. This change has been implemented as a result of the parent & carer survey feedback which we would like to thank you for.

All years revised home learning time table from June 1st 2020

(Y7) Home learning Time table from 1st of June 2020

Lesson Times	Mon	Tues	Wed	Thurs	Fri
9:00-9:20	Lexia	Lexia	Lexia	Lexia	Lexia
9:20 – 10:20	English	History Geography	History & Geography	English	Creativity
10:20 – 11:20	Science	English	Science	Computer Science	History & Geography
11:20-11:40	Break	Break	Break	Break	Break
11:40 – 12.40	Maths Hegarty	Maths Hegarty	MFL	Maths Hegarty	Science
12:40 – 13:.00	Hegarty Quiz	Hegarty Quiz	Hegarty feedback	Hegarty Quiz	Hegarty feedback
Afternoon	UCAN / PE/ Wellbeing & Surveys	Technology	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys

(Y8) Home learning Time table from 1st of June 2020

Lesson times	Mon	Tues	Wed	Thurs	Fri
9:00-9:20	Lexia	Lexia	Lexia	Lexia	Lexia
9:20 – 10:20	English	History & Geography	History & Geography	English	Creativity
10:20 – 11:20	Science	English	Science	Computer Science	History & Geography
11:20-11:40	Break	Break	Break	Break	Break
11:40 – 12.40	Maths Hegarty	Maths Hegarty	MFL	Maths Hegarty	Science
12:40 – 13:.00	Hegarty Quiz	Hegarty Quiz	Hegarty feedback	Hegarty Quiz	Hegarty Feedback
Afternoon	UCAN / PE/ Wellbeing & Surveys	Technology	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys

(Y9) Home learning Time table from 1st of June 2020

Lesson times	Mon	Tues	Wed	Thurs	Fri
9:00-9:20	Lexia	Lexia	Lexia	Lexia	Lexia
9:20 – 10:20	English	Option A	Option B	English	Option E
10:20 – 11:20	Science	English	Science	Option D	PE Coursework
11:20-11:40	Break	Break	Break	Break	Break
11:40 – 12.40	Maths Hegarty	Maths Hegarty	Option C	Maths Hegarty	Science
12:40 – 13:.00	Hegarty Quiz	Hegarty Quiz	Hegarty Feddback	Hegarty Quiz	Hegarty Feedback
Afternoon	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys

(Y10) Home learning Time table from 1st of June 2020

Lesson times	Mon	Tues	Wed	Thurs	Fri
9:00-9:20	Lexia	Lexia	Lexia	Lexia	Lexia
9:20 – 10:20	English	Option C	Option A	English	PE Coursework
10:20 – 11:20	Science	English	Science	Option C	Option A
11:20-11:40	Break	Break	Break	Break	Break
11:40 – 12.40	Maths Hegarty	Maths Hegarty	Option B	Maths Hegarty	Science
12:40 – 13:.00	Hegarty Quiz	Hegarty Quiz	Hegarty Feedback	Hegarty Quiz	Hegarty Feedback
Afternoon	UCAN / PE/ Wellbeing & Surveys	Option B	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys	UCAN / PE/ Wellbeing & Surveys