

September 2020

Dear Parent/Carer

Parental Update - Reopening September 2020

I hope that you are well and have found time to enjoy the summer. We appreciate it has been a time of challenge in many ways.

As promised, I am writing to you ahead of your child's return to school. As you know all schools across the country will be fully open from the beginning of the school year. We very much welcome that and we are pleased that the Government has made clear that all pupils are expected to attend. They have missed far too much school and their future life chances depend on them receiving a good education. We are therefore very keen to get all of them back on track and into a positive routine of learning as soon as possible.

We are very conscious that for all our community there will be a degree of nervousness about returning to school and feeling safe. It will understandably take a little time for that confidence to return and we will do all we can to provide reassurance and support.

This communication includes important information about your child's return and provides key information regarding our plans for reopening. Our priority is the safety of our children and our staff. Our approach throughout this pandemic has been to adhere to the guidelines issued by the Government and Public Health England. Our plans are based on the 'system of controls' issued by Public Health England.

Phased Return Dates

Please see below different return dates and times for students across the school:

Monday 7 th September	Tuesday 8 th September	Wednesday 9 th September	Thursday 10 th September	Friday 11 th September
Year 7 – Induction 8.20am-2.45pm	Year 7 – Induction 8.20am-2.45pm	Year 7 – 8.20am – 2.45pm	Y7 - Full timetable	Year 12 – Induction 8.30am
		Year 8 – 8.30am – 2.50pm	Y8 - Full timetable	Y7-13 – Full timetable
		Year 9 – 9.20am – 3.00pm	Y9 - Full timetable	
		Year 10 – 10.05am- 3.00pm	Y10 - Full timetable	
		Year 11 – 10.50am – 2.50pm	Y11 - Full timetable	
		Year 13 – 1.40pm – 2.50pm	Y13 - Full timetable	

Our decision to operate a phased return for all students is based upon the need for all students to have the opportunity to be inducted back into school. Additionally, given the unfortunate need to cancel transition events at the end of last year, the phased return provides Year 7 students the opportunity to experience Hanson, build their confidence and find their way around in an environment with fewer students. All students in all year groups will return to a full time timetable from **Monday 14th September 2020**.

The School Day

As you will be aware the Government has indicated its preference that where ever possible schools operate staggered start and finish times. As such we have taken the decision to provide students with different arrival and departure times and designated entrance/exit points. Hanson is a large secondary school with 1650 students on roll. Therefore, it is crucial that students adhere to these arrival and departure times. Goals, front and bottom gates will remain accessible, but students must enter and exit the site via the designated points. In addition the West Wing remains open to students - entrance left and exit right.

On their first day Year 7 students should enter through the front door and go straight to the Sports Hall (staff will guide them). Year 8, 9, 10, 11 and 13 should go straight to the main hall on their first day and beyond their first day all students should go straight to their tutor room for period 1.

The arrival and departure times, designated entrance and exits for different year groups are shown below. Please note we will accommodate siblings travelling together (where necessary) at the earlier arrival time.

	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12/13
Arrival	8.20am	8.25am	8.45am	8.40am	8.30am	8.40am
Departure	2.45pm	2.50pm	3.00pm	3.00pm	2.50pm	2.50pm
Entry/Exit Point	Front door (main entrance)	Back door (picnic area)	Front door (main entrance)	Back door (picnic area)	Front door (main entrance)	Community entrance (PE entrance/exit)

Student Movement

Students will remain in year group 'bubbles' and access the full curriculum. Classes will be released at different times to reduce congestion on the corridors. All students are asked to follow the signage around school and walk on the left hand side. Face coverings are required on corridors, in communal areas and toilets. Please see below for more information regarding face coverings. We have introduced enhanced cleaning, including cleaning frequently touched surfaces and toilets throughout the day. Every classroom and communal area has sanitising wipes and hand sanitiser available and all rooms/areas will be thoroughly cleaned daily.

Break and Lunch

We are pleased to welcome our new FM catering team - students will experience new menus and dining systems on their return to school. We have implemented staggered break and lunch times and designated toilet blocks for each year group. Each Key stage will operate within a 'bubble' with designated areas for each year group. Students have designated times for break and lunch and designated areas (see table below). More information will be shared with students during their induction. A full copy of the school day can be found on our website and in the parent, carer and student guide.

	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12/13
Break	1	1	2	2	2	1
Lunch	1	1	2	2	2	1
Dining area	Hall	Atrium	Hall	Atrium	Atrium	Common Room
Outside area	Muga	Picnic area	Muga	Sensory Garden	Picnic area	Off Site

School Uniform and Equipment

We expect all students to attend school in full school uniform with a full set of equipment.

Our blazers and PE kit can only be purchased from The Uniform Shop (Bradford) and Whitakers (formerly Henry Smiths Shipley). All other items can be purchased from a variety of different uniform stockists. I would like to take this opportunity to remind you that from September students can wear black shoes, pumps or trainers, as

long as they are solid black (no coloured markings, logos or soles). May I remind you that false/painted nails, leggings and small bags (handbags or man bags) are not allowed. Students will require their PE kit on PE days and we will continue to review guidance regarding PE. Requirements for uniform are outlined in the student planners and on the school website for more information please visit www.hansonacademy.org.uk/uniform-equipment/

All ties can also be bought from school reception:

- Year 7 – blue stripe
- Year 8 – red stripe
- Year 9 – green stripe
- Year 10 – yellow stripe
- Year 11 – silver stripe

Please ensure that your child arrives on time every day, wearing the correct uniform and is fully equipped ready for learning (including a black/blue, purple and green pen). Student planners and timetables will be issued on their first day. It is important that students have a good size bag to carry their equipment, as we are not able to provide lockers due to Covid-19 restrictions at this point. Please ensure all uniform and equipment is clearly labelled with your child's name.

Health and Safety

Wherever possible, we encourage students to walk or cycle to school. Where you intend to drop your child off at school, it is important that you arrive within your child's allocated time slot. We appreciate that you may have children in different year groups and we will accommodate siblings where we can at the earliest allocated time slot. This does not apply to taxis and school transport for ARC students. The ARC will accommodate students on their arrival.

Dropping off/collecting Students:

- In conjunction with West Yorkshire Police we have been advised to inform parents/carers that it is **crucial** that students are dropped off or picked up from the **GOALS turning circle** at the beginning and end of the school day.
- If you are driving to the school we would ask that you **do not use Sutton Avenue** to drop off or pick up or the main gate entrance as this will be dangerous for students walking to school.
- We would politely ask parents accompanying students to school to leave them/meet at the gate.

Site Security:

In the interests of child safety and protection:

- Site security will be checking that students arrive at their allocated time.
- The Head Teacher, the Leadership and Pastoral Teams will welcome the students every morning as they arrive through the main, Goals and bottom gate entrances and we say goodbye every afternoon as students leave through the main, Goals and bottom gate exits.
- All staff and students are required to wear their lanyards at all times (including any non uniform days). Year 7 and 12 will be issued with their photo ID lanyards next week.
- Every morning all gates, entrances and exits will be locked at 9.00am (except for the main entrance on Sutton Avenue which remains accessible to visitors. Where a student arrives late they must use the main

entrance and report to student reception. At the end of the school day entrances and exits will be opened at 2.40pm.

Visitors:

For the foreseeable future visitors are not allowed on site, unless by appointment (at the Headteachers discretion) and on the approved visitors list. Parents wishing to purchase ties or drop off items are asked to do so at the gazebo near the main gate. This will be operable 8-9am and 2.30-3pm everyday next week.

Hand Washing:

Upon arrival at school all staff and students are required to wash their hands at one of our mobile hand washing stations (positioned at each entrance point). Students are encouraged to socially distance in the queues. Once they have washed their hands they will be invited into school and directed to the Sports Hall/Main Hall or their tutor group. Whenever a student enters or leaves a room they will be expected to use the hand sanitiser provided.

Face Coverings:

Following the Governments amended guidance in relation to wearing face coverings in schools August 2020, we ask students to adhere to the following:

1. Face coverings should cover the nose and mouth and loop around each ear.
2. Face coverings must be appropriate for school/business use – scarves, bandanas, balaclavas are not permitted.
3. Face masks should be plain (no logos/slogans). Patterns are acceptable but these must be non-offensive.
4. Face coverings should be provided by the wearer. If lost or damaged a small supply of face coverings will be kept in each Key Stage Office.
5. Face coverings should be changed regularly (washed where possible or disposed of safely off site).
6. Face coverings should be kept in a clear, re-sealable plastic bag when not in use and kept in student's school bags.
7. Wearing face coverings in all secondary schools is mandatory in corridors, communal areas and toilets. Students will be asked to wear face coverings in assemblies.

This position will be reviewed regularly and we will advise you of any changes.

Safe wearing of face coverings requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them between uses. Students should refrain from touching their face and adjusting their face covering where possible. Where a face covering becomes damp, it should not be worn and the face covering should be replaced.

Some individuals are exempt from wearing face coverings. Where necessary we will request evidence of exemption and issue an exemption pass. Exemption includes people who cannot put on, wear or remove a face covering because of a physical or mental illness or impairment, or disability, or if you are speaking to or providing assistance to someone who relies on lip reading, clear sound or facial expression to communicate. This may be applicable to a number of our students especially in the ARC (Additional Resource Centre) and exemption passes will be issued. We would expect staff and other students to be sensitive to those needs.

If you need to discuss any of the above matters regarding face coverings or hand sanitiser please contact your child's Key Stage Team. Alternatively you can contact us via email info@hansonacademy.org.uk

KS3 – Mrs Ammaarah Akhtar

KS4 – Mr Rob Elliott

KS5 – Mrs Julie Topham

Fake News

The Local Authority have addressed a number of issues regarding fake news circulating and upsetting parents and have put together a Youtube video. The aim is to assure parents that the fake news they are hearing is untrue and it is narrated by a member of the Education Safeguarding Team. You can view the video here: https://youtu.be/lm_M99sFbtg They have also published a FAQ document for parents regarding returning to school, which also covers enquiries regarding Elective Home Education, and this can be found at: <https://www.bradford.gov.uk/education-and-skills/school-holidays-and-term-dates/faqs-back-to-school/> We will not routinely take students temperatures.

Response to any infection:

Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:

- Staff and pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school.
- Book a test if they or their child are displaying symptoms. Anyone who displays symptoms of coronavirus (COVID-19) should get a test.
- Provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace.
- Self-isolate if they have been in 'close contact' with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19).
- Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.

Parents/carers must inform schools immediately of the results of a test and follow this guidance:

1. If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus. Other members of their household can stop self-isolating.
2. If someone tests positive, they should follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

Please remember: if you or your child feels ill and you want to know what to do next, please use NHS 111. Thank you again for your continued support. Please take care and stay safe.

Risk Assessment:

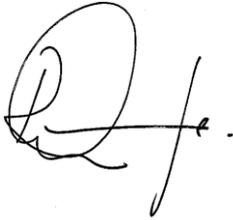
A full copy of the schools risk assessment and '**Full Opening Parent, Carer and Student Guide**' can be accessed on the school website. This will be reviewed and updated regularly.

We continue to follow national and local guidance to prevent the spread of Covid-19 by:

- 1) Minimising contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
- 2) Use of face coverings in schools.
- 3) Clean hands thoroughly more often than usual.
- 4) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- 5) Introducing enhanced cleaning, including cleaning frequently touched surfaces often.
- 6) Minimising contact between individuals and maintaining social distancing wherever possible.
- 7) Where necessary, staff will wear appropriate personal protective equipment (PPE).

In summary we hope that you are reassured by the control measures and prevention systems in place. This period of lockdown has been challenging for us all and we are excited to welcome students back to school. As you will appreciate, we have planned our provisions carefully and will be reviewing them regularly. We remain determined to do all that we can for our students in partnership with our families. If you have any questions please contact us via school reception 01274 776200 or email us at info@hansonacademy.org.uk

Yours faithfully

A handwritten signature in black ink, appearing to be 'Richard Woods', with a large initial 'R' and a long horizontal stroke.

Richard Woods
Headteacher