



MRG/LT

Friday, 24 July 2020

Dear Parent/Carer

**End of the Summer Term – Opening to all students in September**

On behalf of all the staff at Kirkby College Academy, I hope this letter finds you all safe and well.

Since I last wrote to you in June, we have been working hard to ensure we can open to all students in September. At times, this has proved to be extremely challenging. The arrangements we have put in place are not what we would have wanted for our students and staff but we have taken care to ensure full curriculum access and high quality teaching whilst mitigating the risks Covid-19 represents.



**Key information for September return**

- The school term in September 2020 will start with two training days for all staff and subsequently on Thursday 03.09.2020 and Friday 04.09.2020 the academy will only be open to the year 7 intake and year 11 students only.
- Years 8, 9 & 10 will return on Monday 7<sup>th</sup> September 2020
- Students should be in full school uniform
- Bubbles are to be created; year 7 & 8, year 9 & 10 and year 11.
  - Year 7 & 8 to occupy identified rooms in Lower School as specified in the timetable
  - Year 9 & 10 to occupy identified rooms in Upper school as specified in the timetable
  - Year 11 to occupy rooms identified by a 'C' prefix as specified in the timetable
- Arrival and departure from the site
  - Year 7 & 8 by the lower school carpark entrance
  - Year 9 & 10 by the entrance adjacent to the Sports Hall
  - Year 11 by main pedestrian entrance
- The normal timetable will be in effect except for rooming, which will be devised to minimise the movement of students.
- Break and lunch will be staggered to prevent contact between Bubbles
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**Expectations:**

- Social bubbles will be maintained throughout the day and high levels of hygiene including frequently washing and sanitizing of hands, supplementary cleaning of surfaces and changes to timetabled rooms will be in force.
- Important - If your child has any underlying medical conditions can you please contact the school on 01623 455925 or email [admin@kirkbycollege.notts.sch.uk](mailto:admin@kirkbycollege.notts.sch.uk)
- Parents and carers should not accompany students onto site. Students should be dropped off and collected off the school site where it is safe to do so.
- Students should enter and depart via their allocated entrance only.
- Student should come directly to school and depart quickly – they should not wait for friends in other bubbles at the beginning or the end of the day.
- Where students must travel by public transport, they must follow government guidelines and ensure they wash their hands thoroughly on arrival. We recommend that students avoid public transport where possible.
- If students bring their bike, they must bring a lock as bikes will be secured in the bike shed on a 'one at a time' basis.
- All equipment for learning will be provided and will remain on site.



- There will be no access to water fountains. Students should bring their own bottle of water with them.
- Students on arrival should wash or sanitize their hands.
- Students should then go directly to their allocated assembly point.
- Students should work in the same seat for all lessons. A separate seating plan will be in place in specialist classrooms, but the same rules apply.
- Students must meet the behaviour expectations of the Kirkby College and adhere to social distancing outside of their bubbles.
- Mobile phones must not be used on school site.
- Any student not fully adhering to the strict safety and social distancing instructions will be isolated, parents contacted and sent home.
- Students will be allowed to go to the toilet at appropriate points, however they will not be able to mix with students in other bubbles

If a student is currently shielding, self-isolating as someone in the household has symptoms or who has symptoms themselves, should not attend school as stated in the guidance issued by the government.

Students who develop symptoms will be sent home and advised to self-isolate for 7 days. If a student develops symptoms, they should not attend school and parents must inform school immediately.

The Government have stated that all students are expected to return to school in September. Penalties and sanctions will be applied if a student's absence is not authorised. By sending your child to school we are all agreeing to the terms detailed on this document.

### **Curriculum**

As you may be aware, there have been considerable changes to the curriculum demands placed on schools and students over the last few years. One of these demands is to encourage as many students as possible to study at least one Modern Foreign Language as part of the EBacc suite of qualifications.

Over the last two years, students have had the opportunity to study Spanish in Years 7 and 8. From the start of the new academic year, students in Year 7 and 8 will now study French. This will provide them with a wider breadth of study and opportunities to undertake this at GCSE as they progress through the school. Students in Year 9 in the new academic year will be able to maintain the study of Spanish through to GCSE level.

Despite the challenging nature of the last term staff have continued to support students achievement by ensuring that school continued for Key Worker and vulnerable students with a mix of lessons and enrichment activities offering students a range of experiences; embroidery to baking; mask making to creating bird feeders and everything in between. Work has also continued to be set to support home learning and we have distributed over 20 laptops to families from the government scheme to improve home access to IT equipment.

During the national school closure all staff have undertaken a programme of Continued Professional Development to ensure that they all continue to develop their teaching skills and develop the strategies that will enable them to help support your child to make the maximum amount of progress from September. Staff have continued to write reports for all students based on the progress that they had made up until the national closure as we believe it is important that your child's work was recognised and areas for further development provided to help them continue to improve.

There are a number of significant changes for the year ahead:

- All parents will receive a copy of the Curriculum Overview for all of the subjects that their child studies in Key Stage 3 or Key Stage 4. This is in response to parents' requests to be more involved in what their child is studying.

- All Key Stage 3 students will receive a comprehensive set of Knowledge Organisers for all of their subjects. Students will receive these each half term and will contain all of the key facts for the subject. The Knowledge Organisers will support students to learn and be able to retrieve key information. This is an important skill. Students in Key Stage 3 can expect to get one piece of retrieval (learning) homework each week from all subjects.
- A comprehensive plan is in place to support Year 11 to become GCSE confident and parents can expect to hear more about this throughout the year.
- All faculties have been developing plans to support students in all year groups as they return to school ensuring that all learning is optimised.
- Parents of Key Stage 3 students will receive revised assessment levels which should help you to more easily compare your child's progress across all subjects.

Can I please ask that if your child has any allergies, you notify us immediately in order that the necessary measures can be put in place in the school canteen.

There will be lots of changes in evidence when students return in line with Government guidance. Our expectations in terms of attendance, uniform and behaviour will, however, remain the same.

### **Attendance**

Students are expected to attend as normal and meet or exceed the target of 96%. You will be able to see updated attendance data on our new School Gateway app, so you will see instantly the difference a day off school makes. Please try to make appointments outside of the school day but where this is not possible, students should come in to school before the appointment and return after it.

### **Uniform**

Students are expected to wear their full uniform in September. This will be checked daily. We always have items of uniform to lend in the short term if an item is lost, damaged or worn out. Students should ask at student services. As we only have limited supplies of ties and badges in stock and we are trying to limit the number of adults on site, we would ask that uniform is purchased from Clement Taylor in Sutton. Should Government guidelines change on the wearing of uniform, we will let you know. If you would like your child to wear a face mask in September, these need to be of a plain appearance, which cover the nose and mouth only. If we deem the covering to be unsuitable, we will ask students to remove it and give them a temporary mask to use for the rest of that day.

### **Behaviour**

Our day will start in a similar way to before to set the standards for the day. Instead of lining up for whole school assembly, students will line up quietly in their tutor groups with their equipment, journal and reading book clearly visible before being taken to their tutor base. Our new app will also keep you informed of behaviour incidents on a regular basis. More serious incidents will continue to be addressed over the phone or by inviting parents/carers in to discuss the incident. On a positive note, you will also receive notification of every Reward point your child receives, allowing you to praise them on their return home.

Next term will be challenging for many, having been out of school for so long. Rest assured, the Pastoral team will do everything possible in supporting students in the transition back to normality. If you are concerned about your child, please contact their tutor by phone or email.

### **Farewells and appointments**

I would like to wish Mr Kennedy, Miss Dove, Mr Radford, Miss Sales and Mrs Wright who are leaving us for pastures new. I am delighted to welcome Mr Hodgson, Miss Saunders and Miss Laird to the teaching staff, I am sure they will be great assets to the existing team.

I am delighted to report that Ms Crookes has been appointed as Deputy Headteacher.

Finally, Miss Shelley Marlow and Mr Jamaine Johnson have recently been appointed to the Governing body. I am sure they will be a fantastic asset to Mrs Reast and the wider Governing body at Kirkby College.

I would like to take this opportunity to wish you and your family a restful Summer break and look forward to seeing the students of Kirkby College in September.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Neil Galloway', written in a cursive style.

Headteacher