



23<sup>rd</sup> July 2020

Dear Parents and Carers,

As we approach the end of term, we would like to thank you again for your hard work and support in ensuring your children have continued to make progress whilst working at home. It has certainly been a challenging year, but we have been impressed with the approach and attitude of our students as they have engaged with their remote learning since March. We are looking forward to consolidating that learning and this letter explains initial details of our full re-opening in September 2020.

You will notice some changes to the way that we communicate with you over the coming months with a completely new website launching during the summer holidays. Full information regarding our reopening will be available via this website by Monday 17<sup>th</sup> August. We will also be launching Class Charts to support both our work in the academy and our communication with you through its accompanying App. Full details of the roll out of Class Charts will be communicated to you in September.

On 2<sup>nd</sup> July the Department for Education published guidance on the full opening of schools in September. We have followed the guidance in the DfE document carefully ensuring that plans are in place to meet all requirements to minimise the risk of transmission of coronavirus whilst ensuring our students to receive a broad and balanced curriculum.

The safety of students and staff remains the number one priority and as a result there will be several key steps implemented when students return in September:

- 1) minimise 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) ensure students clean hands thoroughly and more often than usual whilst at the academy
- 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach. The overarching principle we have applied is that of reducing the number of contacts between children and staff and between children of different year groups.

This can be achieved through keeping students in separate year group 'bubbles' during the day at the academy. Staggered breaks and lunches will ensure that year group bubbles are kept apart at break and lunchtimes.

Year 7, 8 and 9 students will be in tutor group bubbles for lessons during the school day wherever possible and will remain in the same classroom with teachers moving rooms. In year 9, children will be grouped for their core subjects but will remain within the security of their year group bubble. The guidance from the DfE for year group bubbles will be maintained at all times. Year 10 and 11 will each be year group bubbles and although we will avoid mixing between the year groups and will maintain

“mini bubbles” for most subjects, there will be some movement of students between classes during the academy day to allow students to study their chosen options. In Key Stage 5, due to the small number of students and joint year 12 and year 13 classes in some subjects, our sixth form will be classed as one bubble.

Students will be clearly told in the first week around the required expectations, procedures, and maintaining the 1m+ social distancing guidelines. In particular, catering will be reviewed and re-sited in a temporary but accessible location and there will be very clear procedures around toilet use to ensure all students have the required access, whilst recognising the need to maintain the integrity of the year group bubbles in order to keep your children safe.

### Lunch and Catering Facilities

To ensure that students from different year groups are not mixing with each other during the academy day we will be operating a different system for catering facilities on site.

Further details will be released at the start of term. This will include a temporary menu and relocation of the facilities to ensure safe access. We operate a ‘cashless’ system at the academy and therefore no cash payments are accepted on site. All students purchasing from the academy menu will therefore need to ensure that funds are credited beforehand as is already the case. Students eligible for free school meals will not need to add credit to their accounts. Any students wishing to bring in a packed lunch will still be able to do so.

Student arrival and exit from the academy will also look different in September as part of the revisions to ensure the safety of all. Students will need to arrive at the allocated times and via the entrances and exits indicated in the table below. It is essential that students do not arrive early as our entry and exit routines must be followed at this time. Please ensure that your child is absolutely clear that they should travel to school safely, avoiding groups and without adding any additional risk factors (for example they should avoid visiting unnecessary environments including shops on their way to school).

	<b>Year 7</b>	<b>Year 8</b>	<b>Year 9</b>	<b>Year 10</b>	<b>Year 11*</b>	<b>Year 12</b>	<b>Year 13</b>
<b>Arrival time</b>	8:30-8:45am	8:30-8:45am	8:30-8:45am	8:45-9am	8:45-9am	8:45-9am	8:45-9am
<b>Entrance</b>	Main/Maths	Main to Quad	Main to Quad	D&T	Health Centre	Main	Main
<b>End of school time</b>	3pm	3pm	3pm	3:15pm	<b>3:15pm*</b>	3:15pm	3:15pm
<b>Exit</b>	Maths	Quad to Main	Quad to Main	D&T	Health Centre	Main	Main

**\*Year 11 will have additional study support and the exit time will therefore often be later than the time above.**

We will review catering arrangements on an ongoing basis throughout the term to ensure we are doing all that we can to support our students and families during this return to a 'new normal'.

### **High Standards and Expectations**

We make no excuses for our high expectations of our students. Therefore, it is important to note that when students return to the academy in September, they must be in full academy uniform and our uniform policy can be found on our website. Students will be provided with the necessary equipment, including essential stationery and it will be their responsibility to replenish their pencil case items when appropriate. Being fully equipped for lessons is an expectation which must be met all students. Students should not share this equipment with others. Students will be expected to bring a bag to school to carry their books and equipment.

As you would expect, any breaches of our Behaviour Policy will be taken extremely seriously. In light of this, the academy detention system will also be seeing a change to allow for same-day detentions to be implemented. Further details of this will be communicated with you in September.

### **Attendance**

Now that the infection rate has decreased, the government has been clear that they expect all students to attend school from September. As a result, we will follow our normal attendance procedures when we return. The exceptions to this will be:

- When a student is self-isolating because they show symptoms of the virus or they live with someone with these symptoms
- Although shielding advice will pause on 1st August 2020, those students who are under the care of a specialist health professional should discuss their care with their health professional before returning to the academy. If any parents are feeling anxious about their child returning to the academy, they should contact us so that we can discuss your concerns.

Finally, your child will of course have access to our excellent pastoral team when they return. We are aware that the lockdown has been a difficult time for many of us, including our pupils. Please let us know if you think your children might need extra support when returning to school, such as if they feel anxious about coming back or they have experienced a bereavement.

### **The First Week**

To allow us to fully brief students and ensure they are made aware of further detail about the academy day from September, we will welcome students back on the following dates via the entrances and at the times indicated above. Students must not enter the grounds before the indicated time due to the additional restrictions that we must implement from September:

- Year 7 – Wednesday 2<sup>nd</sup> September
- Year 11 – Wednesday 2<sup>nd</sup> September
- Year 12 - Wednesday 2<sup>nd</sup> September

- Year 8 – Thursday 3<sup>rd</sup> September
- Year 9 – Thursday 3<sup>rd</sup> September
- Year 10 – Thursday 3<sup>rd</sup> September
- Year 13 – Thursday 3<sup>rd</sup> September

Our leadership team and staff will be well prepared to welcome your child back in September. As Interim Principal, my team and I are looking forward to welcoming students in September. At the end of this letter I have included pen portraits of both my interim Vice-Principal, Mrs Nicholl-Pierson and myself to give you some context of our experience.

Moving forwards, a new permanent Principal has been appointed from January 2020 and I shall be working very closely with him and with our Executive Principal, Mr Wilson, in order to ensure the continuity of leadership that your children deserve.

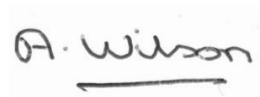
We hope this letter has reassured you that we have carefully planned the full re-opening of the site in September, with both the safety and quality of education of your child as integral aspects of these plans. Whilst there are several measures in place, it is important to note that apart from reduced movement around the academy, students should have a relatively unchanged experience in terms of the depth and breadth of the curriculum they will receive. Our students will receive the education they rightly expect. We look forward to welcoming your child back in September. Until then, please stay safe and well together and enjoy your summer.

Kind Regards,



Mrs M. Cox

Interim Principal



Mr A. Wilson

Executive Principal

## Mrs Mary Cox – Interim Principal

*I am an experienced senior school leader and have been head teacher of two schools in my career so far. I have worked across all phases of education, in a small boy's school, a very large 3-19 Academy, and I have established a new specialist engineering college. I have worked in the central team for a large multi-academy trust, line managing 17 head teachers, offering support and challenge to a number of schools as they work to recover from challenging OFSTED outcomes. Over the last 4 years, I have been involved in 36 OFSTED inspections and monitoring visits, so feel very comfortable with the whole process.*



*I have led school improvement plans, curriculum development and pastoral support within my schools, as well as developing the wider offer of the school, including improved enrichment opportunities, more effective communication with families, and wider engagement with the local community. Most recently I have succeeded in leading my current school out of special measures, a great relief to the whole school family.*

*In addition to teaching, I have been a senior A level examiner, and a school governor, and am currently a volunteer director for a community arts project, who offer dance and performance opportunities to disabled performers. I spent most of my teaching career working in the North East of England, and more recently in Devon, going back to my husband's family roots. However, my own family history began in Tickhill, just south of Doncaster, where my dad, from a mining family, was born and bred.*

*My idea of fun is to go camping and walking for the weekend, preferably with extended family and lots of dogs. I am looking forward to working with the whole Sutton community from September.*

## Mrs Monica C. NICHOLL-PIERSON – Interim Vice Principal

*I have worked in various schools for 27 years, starting as a Science Technician, qualifying as a Science (Chemistry) Teacher in 1996 and later serving as a senior leader for 13 years in diverse educational organisations across the country. Over the last 6 years I have been working as a Trust Senior Leader and Associate School Improvement Director with different Multi Academy Trusts in the Midlands and East of England; whereas in London I worked with [King's College London](#) as a Visiting PGCE Lecturer as well as with individual SEN state and independent schools. As a Trust Senior Leader I had the privilege to be the Head of School of a new 11-16 free school that was judged as operating at an outstanding level by the DfE inspection; additionally, I have been a SLT member at a sister school supporting with year 11 outcomes: P8 = 1.7; 85.7% grade 5+ EnMa (2019, second highest in UK).*



*I have always been drawn towards schools that at some point faced challenges and through my role as a school improvement leader I have gained extensive experience of sustainable school improvement and rapid turnarounds by supporting leadership teams with either developing or implementing robust and rigorous systems around teaching and learning, pastoral, personal development and inclusion and/ or safeguarding as well as supporting the transitions of school from Inadequate or RI to Good or Outstanding. My remit is also around building expertise and capacity in others by coaching other middle and senior leaders in their roles; on occasions, is operational in getting things done – for example, leading teaching and learning; inclusion and curriculum interventions; personal development, behaviour and welfare; analysis of data or reparation of key documents for inspection.*

