



14 July 2020

Dear Parents and Carers

I hope that you are all well.

I write setting out the arrangements for the end of term and the school's plan and approach to full opening from September.

The first section of the letter contains details about arrangements for the end of term with a longer section that follows about September and the plans that we are making.

I would emphasise that the plan presented in this letter is based upon the most recent guidance to schools, which may change. If this were to happen, I would of course contact you again in due course.

I would like to start by thanking you all – and particularly to thank your child/children – who have shown so much resilience during these unprecedented times. I cannot wait to see them all again face-to-face in the new academic year!

I would also like to extend a warm welcome to our newest students and apologise that our usual induction programme has had to take a very different format this year in preparation for moving up to secondary school. We have planned a wonderful induction programme for Year 7 so that they will not miss out when they join us in September (more details on this later in this letter).

### **Arrangements for Year 11 and Year 13 students to collect their results**

We are very excited about seeing students in Year 11 and Year 13 on their respective results days on site. We can't wait to share their successes with them!

Year 13 results will be issued to students on 13 August (in the LP building) and to Year 11 on 20 August (at the Weavers' Leisure Centre).

In line with the school's Covid-19 Risk Assessment, students in Years 11 and 13 will be given time slots to attend the school to collect their results and social distancing measures will be in place to keep everyone safe.



Mr Higgins, Mrs Sexsmith and other staff will be available to support their year groups with personalised support, advice and guidance about next steps.

Students in Years 11 and 13 must return all text books to school when they collect their results. If your child is not attending school to collect their examination results in person, they must arrange to return all school property before 1 September 2020.

If your child is not able to attend school to collect their results, please email the school's examinations officer by Friday 24 July 2020 so that we can arrange to post them home. Please contact Mrs Gulliver at: [results@weaversacademy.org.uk](mailto:results@weaversacademy.org.uk)

Regrettably, due to the school's Covid-19 Risk Assessment, we are unable to permit parents and carers onto the school site on results days this year.

### **Safeguarding and emotional well-being**

The school will continue to update and add to the resources already available online to support students' well-being and emotional resilience throughout the summer holiday.

These resources are available on the academy website at:

<https://www.weaversacademy.org.uk/home/weavers/mental-wellbeing>

We will also continue to set challenges and house competitions (and to award prizes!) over the summer holiday so that students have always got something to get their teeth into! Please check social media and student email regularly for updates.

The school's designated safeguarding lead, Miss Ryle is contactable during the summer holiday if you have specific concerns. Please ring the school on 01933 222830. The school's switchboard will give you an option to 'press 5' if you are calling about a safeguarding concern.

### **Free school meal vouchers**

We welcome the news that the scheme providing free school meals vouchers for eligible students will be extended into the summer holiday. A single voucher with a value of £90 will be available to be redeemed at the start of the summer break.

If you require further information, please contact Mr Ridout at:

[WeaFsmEnquiries@weaversacademy.org.uk](mailto:WeaFsmEnquiries@weaversacademy.org.uk)

### **Planning our approach to the full opening of the school from the autumn term**

As you are aware, the government set out its plans on 2 July 2020 for the full opening of schools so that 'all pupils, in all year groups, will return to school full-time from the beginning of the autumn term'.



Given this, schools were asked to make preparations to welcome back all students and I am delighted to write to you setting out the details for students to return to Weavers Academy in September.

### **Student induction and return to school**

There will be a phased return of year groups to school at the start of the autumn term:

- Years 7, 10 and 12 will return for a 2-day induction on 3 and 4 September;
- students in all year groups will return to normal lessons on 7 September. This will be a week A on the timetable.

Prior to students' return to school, staff will undertake training and preparation on 1 and 2 September 2020.

If you have any questions about the induction of Years 7, 10 or 12 please contact Mrs McRae-Smith (Year 7), Mr Higgins (Year 10) or Mrs Sexsmith (Year 12) at:

[transition@weaversacademy.org.uk](mailto:transition@weaversacademy.org.uk)

[year10induction@weaversacademy.org.uk](mailto:year10induction@weaversacademy.org.uk)

[year12induction@weaversacademy.org.uk](mailto:year12induction@weaversacademy.org.uk)

### **Health and safety**

In line with public health advice to minimise Covid-19 risks, the school has reviewed its health and safety risk assessments and created plans for the autumn term using the system of controls set out below:

- a requirement that people who are ill stay at home;
- robust hand and respiratory hygiene;
- enhanced cleaning arrangements;
- active engagement with NHS Test and Trace;
- a formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and to minimise potential for contamination so far as is reasonably practicable.

In line with the guidance I would like to reiterate that students must not enter the school site if they are displaying any of the symptoms of Coronavirus (following the COVID-19 guidance for households with possible Coronavirus infection which can be accessed at:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>.



## **Minimising contact between individuals/maintaining social distancing where possible**

To minimise the number of contacts and mixing, students will be grouped into year group 'bubbles'. Each 'bubble' will be allocated a specific 'zone':

- Year 7: In the Maths Block (M16, 17, 18 and 19) and Languages Area;
- Year 8: In the English Block (1<sup>st</sup> Floor and E01);
- Year 9: In The Maths Block (Ground floor and M10, 11 ,12 ,13 ,14 ,15);
- Year 10: In the Humanities block (1<sup>st</sup> and 2<sup>nd</sup> floor);
- Year 11: In the Science Block;
- Years 12-13: Based in the Science block with rooms in various other learning areas.

In line with the guidance, staff will operate across different classes and year group 'bubbles' in order to facilitate the delivery of a broad and balanced curriculum and specialist teaching.

Where staff move between classes and year group 'bubbles' they will be mindful in keeping their distance from students.

Year group 'bubbles' will be kept apart in a number of other ways including by:

- introducing 'staggered' start and finish times to keep groups apart as they arrive and leave school each day;
- introducing 'staggered' break and lunchtime;
- reducing movement around the school site by limiting access to social spaces.

If you plan to accompany your child/children to or from school, only one parent should attend to minimise adult-to-adult contact. Please avoid gathering at entrances to the school site and please be advised that you will be unable to enter the site (unless you have a pre-arranged appointment which will be risk assessed and conducted safely). Thank you for your understanding.

In line with government guidance we are encouraging students to walk or cycle to school wherever possible.

If you have any specific questions about health and safety, please contact Mr Ridout at: [healthandsafety@weaversacademy.org.uk](mailto:healthandsafety@weaversacademy.org.uk)

## **The organisation of the school day**

The timings within the school day have been temporarily adjusted in order to implement the guidance on staggered starts, finishes and the arrangements for break and lunchtime.



Year Group	Start Time	Finish Time
7	08:30	14:40
8	08:45	14:55
9	09:00	15:10
10	08:30	14:40
11	08:45	14:55
12	09:00	15:10
13	09:00	15:10

**At 8.30 am** Year 7 will arrive at school via gate 5 (via the entrance on Brickhill Road). Year 10 will arrive via gate 4 and go to meet their form tutors for a 30 minute tutorial in their year group 'bubble' zones.

**At 8.45 am** Year 8 will arrive at school via gate 4. Year 11 will arrive via gate 5 and go to meet their form tutors for a 15 minute tutorial in their year group 'bubble' zones.

**At 9.00 am** Year 9 will arrive at school via gate 4. Years 12 and 13 will arrive via gate 5. Years 9, 12 and 13 will not have tutorial at this time but will go to their first lesson period 1 along with all other students in the school.

Students will access 5-hours of subject teaching daily with 2-breaks per day.

Each year group 'bubble' will have a 20-minute staggered morning break and a 20-minute staggered lunch break. Students will be able to access the canteen during these times. Students can bring a packed lunch should they wish to.

Students in different 'bubbles' will be restricted to the use of the courts during the staggered break and staggered lunchtime to reduce movement around the school, contact and mixing.

At 2.40 pm period 5 will end and students will either leave site or return to their form tutors for a tutorial session as set out below.

- Students in Years 7 and 10 who arrived at school at 8.30 am will go home;
- Students in Years 8 and 11 who arrived at 8.45 am will return to their form tutors in their year group 'bubbles' and 'zones' for a 15 minute tutorial;
- Students in Years 9, 12 and 13 who arrived at 9.00 am will return to their form tutors in their year group 'bubbles' and 'zones' for a 30 minute tutorial.

Students must exit the site from the same gate as they entered:

- Years 7, 11, 12 and 13 will exit the site from gate 5 (onto Brickhill Road);
- Years 8, 9 and 10 will exit the site from gate 4.



If you have any questions about these arrangements please contact Mr Jones at:  
[schoolorganisation@weaversacademy.org.uk](mailto:schoolorganisation@weaversacademy.org.uk)

## **Uniform**

School uniform plays a very important role in contributing to the ethos of the school and in setting the appropriate tone.

Uniforms no longer need to be cleaned more often than usual and do not need to be cleaned using methods which are different to usual. Given this, we will return to our usual school uniform policy in the autumn term.

I also draw your attention to the expectations with regard to jewellery (including piercings) and hair colour.

Students should return to school in September in their school uniform. The school uniform supplier has stated that most items that have been ordered will be delivered in time for September.

The school fully understands the logistics involved and will be considerate to parents where there are extenuating circumstances.

Please do contact Mr Griffiths (Years 9-11) or Mrs Noakes (Years 7-8) at:

[year9-11uniform@weaversacademy.org.uk](mailto:year9-11uniform@weaversacademy.org.uk)

[year7-8uniform@weaversacademy.org.uk](mailto:year7-8uniform@weaversacademy.org.uk)

## **Face coverings**

In line with guidance students should not wear face coverings in school.

Where students have worn a face covering to travel to school as they have been using public transport, they must remove these on arrival at school.

Students must not touch the front of their face covering when removing them.

Students must sanitise their hands immediately on arrival, dispose of temporary face coverings in the covered bins provided or place reusable face coverings in a plastic bag so that they can take them home with them, and then sanitise their hands again before going to their 'zone'.

## **Equipment**

For individual and very frequently used equipment, students must have their own items that are not shared:

- pencil case;
- 2 x pencils;
- 2 x pens;



- sharpener;
- rubber;
- ruler; and
- scientific calculator.

All students will require a school bag that is large enough to carry A4 folders and exercise books as it is likely that these will not be stored in school.

### **Dedicated school transport**

Students travelling on school dedicated transport services will not mix with the general public.

The school will be working with Northamptonshire County Council and Country Lion to consider how students are grouped together on transport service No 567.

Students using the Weavers Academy minibus service will be allocated specific seats in accordance with their Year group 'bubble'.

Students using the Country Lion bus and the Weavers minibus service will be expected to use hand sanitiser upon boarding and disembarking. The school will provide hand sanitiser for use when boarding and disembarking the school minibus. Students using Country Lion 567 service should ensure that they have their own sanitiser to use.

School staff will organise queuing and boarding at the end of the day but students are expected to queue at their respective pick-up points in accordance with social distancing guidelines and not to mix with students from different year group 'bubbles' or members of public.

Due to the size of the school minibus, a face covering must be worn by all passengers and staff during journeys to and from school.

Students on both services are expected to provide their own reusable or disposable face covering each day.

Students will be required to follow the school's guidance on face coverings at all times.

If you have any concerns about your child's/children's travel arrangements which you wish to discuss with us please do not hesitate to contact Mr Ridout at:

[schooltransport@weaversacademy.org.uk](mailto:schooltransport@weaversacademy.org.uk)

### **Food and drink**

Students will be able to purchase food and drink in the school canteen in the usual way. The canteen will be the only venue for the sale of food and drink.

Students should ensure that drinks that they purchase to bring to school have a sports cap.



To avoid the risk of infection, we are asking that all students bring their own fresh water to school in a sports water bottle each day.

If you have specific questions about the arrangements for eating and drinking on site, please contact Mr Ridout at: [schoolmeals@weaversacademy.org.uk](mailto:schoolmeals@weaversacademy.org.uk)

### **Attendance**

Staff at Weavers Academy concur with the government: 'it is vital for students to return to school' because 'missing out on more time in the classroom risks pupils falling further behind'.

From September, the usual rules on school attendance will apply and we look forward to welcoming all students back to school.

I have attached a flyer about school attendance and would strongly encourage you to get in touch with us as soon as possible to discuss any specific concerns that you may have.

Where a student is not able to attend school because parents are following clinical and/or public health advice, absence will of course not be penalised. In this case the school will offer the student access to remote education.

The school recognises the potential concerns that some students and families may have which may make them feel reluctant or anxious about returning to school. Please do contact us so that we can work with you to ensure that the right support is put in place to address this.

For any questions or concerns about attendance please contact Ms Shaughnessy at: [attendance@weaversacademy.org.uk](mailto:attendance@weaversacademy.org.uk)

### **Student well-being and support**

The school understands that many students will have experienced adversity during the pandemic and as a result has widened its range of support.

Tutorial and the wider subject curriculum has also been planned to help students to rebuild friendships and social engagement, to equip them to respond to issues linked to Covid-19 and to improve their physical and mental well-being.

If you are concerned about your child/children's well-being please contact Mr Wallace at: [supportforstudents@weaversacademy.org.uk](mailto:supportforstudents@weaversacademy.org.uk)





## **Behaviour expectations**

The school has temporarily adapted the behaviour management procedures to ensure that the high expectations of behaviour can be maintained in these unusual circumstances.

It is important that you familiarise yourself and your child/children with the behaviour for learning policy and the revised behaviour management procedures which will be on the school website from 20 August 2020.

Students are expected to follow the school's behaviour for learning policy and to uphold the control measures in place to keep everyone safe. Sanctions, including detention, internal and external exclusion remain in place.

The school will communicate the expectations and the consequences for poor behaviour (including failure to uphold the control measures) to students at the start of term.

The school will work with identified students who may struggle to re-engage in learning, providing support for overcoming any barriers to behaviour so that all students can reintegrate back into school life quickly.

Please contact Mr Griffiths to discuss any concerns that you may have about your child's behaviour at: [behaviourforlearning@weaversacademy.org.uk](mailto:behaviourforlearning@weaversacademy.org.uk)

## **The curriculum and remote education support**

Where appropriate, the curriculum may be adjusted in order to truncate specific aspects of subject programmes of study to ensure that students acquire crucial knowledge and develop their understanding by practising essential skills.

Subject leaders are continuing to work tirelessly to ensure that curriculum plans are tailored to meet the needs of all students when they return to school in September.

We understand that students are keen to establish what progress they have made over the lockdown period and to find out the plans that the school will put in place to support those that need to catch-up. More information will be provided to students and families early in the new term when teachers have had the opportunity to assess learning in more detail.

If there is a local lockdown requiring students to remain at home, please be reassured that the school will provide remote education in line with government guidance.

If you have any questions about learning and progress, please contact Mr Wallace at: [learning@weaversacademy.org.uk](mailto:learning@weaversacademy.org.uk)



## **Conclusion**

Thank you for all your support for what has been a very challenging period.

The staff at Weavers Academy extend their gratitude and best wishes to you all for the way in which you have supported your child/children in adapting to learning online. We know it has been a struggle at times!

Through engaging with the work set on 'Show My Homework' and the lessons broadcast on Microsoft Teams, students have been able to continue to learn. Many students have produced fantastic work, have engaged in subject quizzes, produced extended reports and essays and solved problems in a range of subjects. I am immensely proud of them! The completion of this work will provide a strong foundation for students to continue to make progress in September.

I will remain in contact over the summer holiday period and wish you and your family a good summer break.

In the meantime if I can be of assistance, please do not hesitate to contact me at:  
[vivien.swaida@weaversacademy.org.uk](mailto:vivien.swaida@weaversacademy.org.uk)

Yours sincerely

Vivien Swaida  
**Principal**

Enc. Attendance flyer