

## **Frequently Asked Questions (FAQs)**

### **Year 10 Face to Face Provision**

#### **What do I need to prepare for the return to school?**

The next few weeks will be a big change from what you have been used to. You will have mixed emotions about coming back to school, seeing other people and your friends and how school will keep you safe whilst on site.

#### **Uniform**

It is our expectation that the full uniform is worn whilst you are in school. There are no exceptions or changes to our current uniform. If you do not wear the correct uniform, you will not be able to access the site as we are unable to lend uniform at this time.

#### **Equipment**

You will be provided with a stationery pack when you arrive, this will be yours to use whenever you have on site lessons, no other student or teacher will have access to your stationery pack. You are encouraged to bring a bottle of water (no fizzy drinks) as you will not be permitted to fill up bottles or take drinks from the water fountain. Every student will be given a folder to store any work they do on site; this will remain on site at the end of the sessions. Work will be uploaded to Microsoft Teams to be completed at home following the face to face teaching sessions.

There is no expectation that you wear a face mask. You have to be able to join in discussion and enable the teacher and your 'triad' to hear you. A facemask is not necessary as you will be socially distanced at all times. Hand sanitiser will be provided in all teaching spaces and around the school site.

#### **How can I travel to school?**

In line with Government and local authority advice, we do not advocate the use of public transport (including school buses). Instead, we are encouraging all students, where possible, to walk or cycle to school. If you are travelling to school by car, this should only be with adults within your own household. We recognise that this may present problems for some students and families in attending school.

If students come to school on their bike, please ensure that they bring a suitable lock so that they can lock their bike. Please be aware the Academy will not accept responsibility for any loss or damage to your bike during the day.

#### **What happens at the Academy school gate?**

Before Monday 22<sup>nd</sup> June 2020, you will have received a letter from the Academy. This letter outlines the entrance and exit you should use and the classroom you will occupy. Please be aware that not all students will be entering and exiting the site at the same point. It is vital you keep to the points allocated to you. Senior leaders and pastoral staff will be on the gates to greet, register, check uniform and direct you to your teaching space.

### **What will happen when I come back to school and how often will I need to attend?**

We are providing a timetable of one hour each of English, Maths and Science. Each of you are expected to attend school for 1 day, the same day, each week for the next 3 weeks. You will be supported by specialist teachers in these subjects who will find out how you've been getting on with your home learning, work through what you know, listen to any challenges you have, guide you through important pieces of work and prepare you for over the summer. It is important that you come back in Year 11 understanding where you are up to and what you need to do to help your future learning.

In your option subjects, your teachers are delivering online, live teaching every week. On the days where you are in school, your option subject lessons will be recorded and appear on your feed in Microsoft Teams. You are expected to view this and complete the work that has been set.

### **What group will I be in?**

The government says we can only have 25% of your year group in school at any time so there will be a maximum of 45 students in school per day. There will be 'bubbles' of 15 students in an area of the school but you will only be taught in 'triads' (3 students and 1 teacher). The small teaching groups of 3 students means that we can effectively maintain social distancing. The 'triads' will be created on the following principles: Science course (combined or triple), proposed Maths tier of entry, prior attainment and a collaborative, professional judgment of English, Maths and Science leaders. These triads will be fixed to the end of the academic year (3 weeks).

### **How do the Bubbles and Triads work?**

You will be sent a letter via MyEd or a phone call on Thursday 18<sup>th</sup> June 2020 to confirm your bubble location, point of entry and triad teaching space. You will be with the same students and the same teachers each week and will not mix with anyone in school who is not within your bubble. There are 15 students per bubble and 5 triads within the bubble. You will stay in the same classroom for all three sessions. The teachers will rotate and come to your classroom.

### **What will my classroom be like?**

To prevent the spread of the virus it is critical that you practise social distancing at all times. Staying 2 metres apart is essential. Inside your classroom will be six chairs and tables only. Your table will have your exam card to indicate which is your seat and a personalised stationery pack. You will remain in that seat for the 3 sessions you have that day. All seats will be 2 metres from other students and from the teacher. You are not to get out of your allocated seat or move close to talk to someone else. You will be encouraged to take part in discussions though and being in a small group will help you to do that. There will be hand sanitiser in the classroom, and you will have to use this on entering and exiting the classroom.

Your classroom will be well ventilated with windows open and the door propped open to prevent people having to touch door handles.

### **What happens if I want to go to the toilet?**

You must be sensible and only ask to leave the room if it is absolutely necessary. When you ask your teacher, they will radio a member of senior leadership team to escort you to the toilet, wait outside the toilet and then escort you back to the classroom. You must wash your hands after using the toilet with soap and water and return to your classroom, following the guidance lines on the floor. Having washed your hands, you will still be expected to sanitise your hands on re-entering the classroom.

### **What happens at lesson changeover?**

This will happen three times. At the end of the first hour, your teacher will shut down their PowerPoint or pack resources away, wipe the keyboard and take their equipment to their next triad. You will remain seated and be supervised by other staff until your new teacher arrives.

### **What happens at Breaktime?**

After two hours you will be ready to stretch your legs and get some fresh air. At 11:00am, your teacher will lead you out the classroom, socially distanced to one of three different outside zones. You will use hand sanitiser before exiting your classroom. During this time, you may talk with people in your bubble while maintaining a 2-metre social distance, there will be no option of ball games.

At the end of break, a whistle will sound. You will re-enter the building from the door you exited, wash your hands and go straight back to your allocated desk and classroom. If you wish to use the toilet, this will be staggered throughout breaktime.

If you bring a snack to eat at break time, you must not share this with other students and the litter must be placed in the bins provided. There will be no opportunity to buy food or drink on site.

### **What happens after the final session finishes at 12.15pm?**

Any work you have done in the lesson will be placed in your own personalised folder and your stationery and exam card must be placed in the case. These packs will remain on the table, but your teacher will direct you one student at a time to place your folders in an appropriate space. You will be dismissed individually and directed to sanitise your hands and guided to your exit point, where the senior leaders will see you off the site. When you have left the site, you should immediately begin your journey home and stick to social distancing during this journey.

### **How will my teachers and I reduce the risk of spreading the virus?**

The Academy has made sure there is plenty of sanitisation product and equipment within school. As you walk into school you will be able to use hand sanitiser from the dispensing stations around the designated areas near your classrooms. In each classroom your teacher will have a box of materials if it is necessary to disinfect a desk or wipe a keyboard. There are tissues to catch sneezes (or you must use the crook of your arm) which must be placed immediately into the bin.

### **Will my lunch be provided?**

The kitchen will not be open for service.

### **What time do I need to be at school on my Bubble Day and what if I am late?**

To support social distancing, you must not arrive at school earlier than 8.40am. You must be no later than 8.55am. The Academy gate will shut promptly at 9.00am after which you will not be allowed to come into school and will have to return home. To reduce the spread of the virus, we cannot deal with late arrivals or delay registration.

### **Do I have to attend and how will my attendance be registered?**

Following extensive health and safety checks, it is strongly recommended that you come into school to meet face to face with your teachers before the summer. However, your attendance in school is entirely the decision of your parents/carers. You or they may not feel comfortable about coming back to school just yet. The Local Authority cannot issue fines or prosecutions for non-attendance and any absence will not be coded as authorised or unauthorised absence. We will monitor and record our attendance to these face to face sessions.

On entry to your designated entrance to school, your present mark will be taken by a pastoral or senior member of staff when you enter the building. This will be recorded officially on SIMS.

### **Can I attend for part of the session and miss any of my other allocated days?**

If you are making the commitment to attend and your teachers are preparing sessions, we do expect you to attend for the full session on your allocated day please. This provision is to support you in preparing for your qualifications next year.

The sessions will follow on from each other and compliment the work being set on Microsoft Teams. Once you have confirmed you are attending you must attend for the 3 weeks that this offer is in place for. If you cannot attend, then please inform the school via phone call or email.

### **What if I feel ill during the school day?**

If you genuinely feel ill whilst at school, you should alert your teacher who will radio for a senior leader and/or medical support. The senior leader will take you to the medical room where your parents/carers will be called to collect you. Our first aid staff will be wearing aprons, a face mask and gloves when they deal with you so please do not be alarmed. We are aware that hayfever season is upon us, so if you do use tissues then you must use the bins provided to dispose of the tissues.

If you develop a cough or a raised temperature, you and your parents/carers must follow the Covid-19 Guidance for households with possible coronavirus infection document (attached) and get you tested and self-isolate for 14 days. You must email school or call the school so we can alert other students and staff in school that day. You must remain away from school and anyone not living in your household for this period.

### **How will the Academy be kept clean?**

Throughout the period of lockdown, the Academy has remained open and deep cleaning has been happening on an ongoing basis. The daily sessions finish at 12.30pm and the onsite team will then disinfect and clean down the seat, tables, toilets, handrails and handles that have been touched throughout the day. There will be no sessions on a Wednesday so the Academy can be deep cleaned.