



Year 12 Frequently Asked Questions (FAQ)

The next few weeks will be a big change from what you have previously been used to. You will have mixed emotions about coming back to school, seeing other people and your friends. You may also have questions about the measures that school is taking to keep you safe whilst on site. Practising old routines and forming new habits will be key to helping you adjust to the new normal and keep you safe.

What time do I need to arrive for a 9.20am start?

To support social distancing, you must not arrive at school earlier than 9.10am and no later than 9.20am. This will provide us with sufficient time to organise you into your groups and offer you hand sanitiser on entry.

At **Sir Thomas Wharton Academy (STWA)** the entrance will be the Art corridor fire doors. They will shut promptly at 9.20am, after which you will not be allowed to come into the school building and will have to return home.

At **Maltby Academy (MA)** the entrance will be the gate at the side of the main reception. These gates will shut promptly at 9.20am, after which you will not be allowed to come into the school building and will have to return home.

Do I need to follow the Post 16 Dress Code?

It is our expectation that you will continue to follow the Post 16 dress code (please see website for clarification).

What equipment do I need to bring?

You must bring your own equipment to school such as pens, pencils, ruler, rubber, calculator. To prevent the risk of infection, this will not be loaned during the day. 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. All worksheets and activities completed will be taken home at the end of the day.

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.

South Yorkshire Passenger Transport are continuing to operate services. Anyone using public transport is required to wear a mask. The decision to use public transport is a personal one to be made by families.

If you come to school on your bicycle, please ensure that you bring a suitable lock so you can keep it secure in the bike store in front of the dance studio. Please be aware that your bike is your responsibility to keep safe.

Will there be transport provided between sites?

There will be no minibus transport provided between Maltby Academy and Sir Thomas Wharton Academy due to social distancing rules.

What happens at the Art Fire Doors entrance at STWA/the side gate at MA?

When you arrive at **STWA** you will come through the entrance. You must remain two metres apart from all other students and staff as you walk up to and through the art fire doors. Tape is clearly marked on the floor to remind you to distance.

When you arrive at **MA** you will come through the side gate entrance next to the main reception. You must remain two metres apart from all other students and staff as you walk.

You will be expected to follow the Post 16 dress code, and this will be checked before you enter the Academy and you will be told what room and group you are in. You will be given hand sanitiser to sanitise your hands.

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

The government has said that to help you adjust back into school and start to prepare for your A levels and BTECs next year, small groups of Year 12 students at different times should get used to coming in to school and talking face to face to their teachers and support staff.

We are providing a timetable of your option subjects. If you are returning to the Post 16 provision for face to face teaching then you are expected to attend school for all of the sessions you are timetabled for, 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, 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 13 understanding where you are up to and what you need to do to help your future learning.

What group will I be in?

The government says we can only have 25% of your year group in school each day. Every student in Year 12 has been divided into small option groups with your subject teacher and some groups may be split to ensure social distancing is in place. The groups are based on your current options. Groups are not based on friendship groups and must remain the same over the days you are in school.

How do the groups work?

You will stay in the same classroom for all sessions. If teachers rotate they will come to your classroom and you will stay in the classroom for the whole session.

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 chairs and tables for the class that are set out 2 metres apart. Your chair and table will have your name on it and you will work from it all day. The furniture has been carefully measured and the spare tables have been removed from the room and stored in an out of bounds classroom. The area where the teacher stands to teach has been marked out so that they are always two metres from you. 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. You must use your own equipment and paper will be provided. It would be good practice if you wish to bring in a notebook or the book you have been using for your online lessons. You may bring your own laptop if this is your preferred way of working. Your own devices remain your responsibility.

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 need 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 the member of staff on duty. We can only permit one person at a time to use the toilet so when it is ok to do so, the member of staff on duty will wait for you outside the toilet area. You must wash your hands after using the facility with soap and water for 20 seconds and return to your classroom, following social distancing guidelines.

After you have used the toilet it will be cleaned by site cleaning staff before being opened again for the next person.

Will we get a break and chance to walk round the school site?

Your sessions are 2.5 hours long and include a ten-minute break in between. You will not be permitted to walk around the site or anywhere else in school. These teaching sessions will take place at both Maltby Academy or Sir Thomas Wharton Academy from **9.20am–11.50am** for a morning session or **12.30pm–3.00pm** for an afternoon session. Students will be based in one classroom for the duration of the session, which will include a 10-minute break in between.

If you bring something from home to eat, you must not share it with other members of your option class and must throw litter in the bins provided.

What happens after the session finishes at 11.50am/3.00pm?

You will tidy away your materials and remain seated until your classroom is called to leave the building. You must remember to sanitise your hands using the hand sanitiser in the classroom and walk from the room, following the arrows and maintaining 2 metre distance. You must not hang around the school premises or perimeter in groups. The community will expect you to move home quickly.

When walking home, you must always maintain social distancing. If you are being collected from school by car, it must be by an adult you live with so that you do not risk the chance of spreading the infection.

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

Both STWA and MA has made sure there is plenty of sanitisation product and equipment within the schools. 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 which must be placed immediately into the lidded bin. Lidded bins are present in every classroom.

Throughout both Academies, we have zoned the rooms so that much of the internal sections of the school are out of bounds. There are signs up throughout the building indicating where you can and cannot go and tape is placed throughout the corridors to indicate how to socially distance 2 metres apart. You MUST follow the signs and arrows on the floors.

Will my lunch be provided?

The Dining Room and kitchen will not be open for service at break or lunchtime. No lunch will be provided.

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

Your attendance in school is entirely the decision of your parents/carers. You or they may not feel comfortable about you going back to school just yet or until the next government update. During this time, 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 so that we know who we have on site at any one time.

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.

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. This provision is to support you in preparing for your qualifications next year. The sessions will compliment your online learning too.

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 standby. If you use tissues, please dispose of them in the lidded bin. The duty member of staff 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.

How will the Academy be kept clean?

Throughout the period of lockdown, the Academies have remained open and deep cleaning has been happening on an ongoing basis. The daily sessions finish at **11.50am** and **3.00pm** so that the onsite team can disinfect and clean down the seats, tables, toilets, handrails and handles that have been touched throughout the day. In addition, we have a team of reactive cleaners operating throughout the day.

Has there been a risk assessment?

A very comprehensive risk assessment has been completed which considers our local context, government guidance and feedback from professional associations. If you would like to see a copy of the risk assessment it can be found on the school's website.

I still have questions

If you still have questions that are unanswered, please contact school via j.townsend@stwacademy.com at STWA and sboon@maltbyacademy.com at MA and the MyEd App. We will add to the FAQ as we progress through the next few weeks. Your feedback is valuable to us.

We look forward to seeing you again!