

12th June 2020

Dear parent/carer

I am writing to update you with our plans for Year 10. This letter contains important information relating to your child's return to school. I have written it in the form of a set of questions I'd want to know the answers to myself if I had a child in Year 10. It is essential that you read this letter in full and contact Nova if there is anything you don't understand or if you have a query. If there is anything you would like to ask us, then please email closure@novahreodacademy.org.uk to do so.

The Senior Leadership Team at Nova have been making calls to Year 10 parents and carers over the past few days. If you have yet to have yours, then you should have been called and had a conversation if you're available, before the end of the week.

The timings for attendance of each bubble can be found on the following page.

There are two changes to last week's message which I sent that I have highlighted in blue as well as further, more detailed guidance below following each question. The first change is that students should bring their own bag and equipment including a pen, pencil, rubber, ruler and calculator. The second is that they should bring their own water bottle and snack. The water fountains will not be on at the school for hygiene reasons.

Thank you again for your support, understanding and encouragement at this time. We look forward to welcoming our pupils back to school and ensuring that they end this academic year well placed to begin their exam year in September.

Yours sincerely



Mr Nick Wells
Headteacher

** Drive * Integrity * Scholarship * Contribution*



How will you keep my child safe?

We have completed comprehensive risk assessments in line with the Government's scientific advice so I am confident that what we set out below will ensure that any pupils' and staff's return to school is safe. There is tape on the floor indicating two metre distancing, hand sanitiser dispensers in the areas your child will be using, antibacterial spray in the teaching rooms and staff have been briefed on the latest government guidance to keep students safe.

When is my child expected to attend school?

In my previous letter, I explained that Nova Hreod will open for Year 10 pupils in the week commencing 15th June. Year 10 pupils will be expected to attend school for **one morning per week and will be placed in bubbles (groups of students no larger than 15)**.

They will attend school on the same morning each week during Term 6. Each bubble will arrive and leave at a different time so that we can keep social distancing in place.

Bubbles 1, 3, 5, 7, 9 - Theatre	Bubbles 2, 4, 6, 8, 10 - Gym
Arrive 9:20-9:30	Arrive 9:30-9:40
Maths 9.30-10.30	English 9.40-10.40
Break 10.30-10.45	Maths 10.40-11.40
Science 10.45-11.45	Break 11.40-11.55
English 11.45-12.45	Science 11.55-12.55

It is our top priority that students and staff and their families are kept safe during this time.

Does my child have to attend school?

There are some year 10 pupils who are **NOT** expected to attend school. This is the list of pupils:

- students who are classed as 'clinically extremely vulnerable'
- students who are shielding with someone who is extremely vulnerable
- students who currently have corona symptoms or who are living with someone showing corona symptoms

Please note: Year 10 students who are attending Frontline School cannot join the Year 10 sessions. Families of these students will need to decide whether they will continue to attend Front Line School or whether they will join their bubble.

What will be different when my child returns to school:

- There will be two groups of year 10 pupils in school each day on a staggered timetable.
- Lessons will be taught in the theatre or gym so that desks can be placed two metres apart.
- Each pupil will have an allocated desk and a set of resources for the day.
- On their morning in school, pupils will have three lessons: maths, English and science

What are the rules and expectations?

To ensure that we can keep everyone safe, there are a number of expectations that you and your child need to agree to and follow before they can return.

Uniform and equipment

- Students will wear their own clothes. They will not be expected to wear school uniform. However, we would expect students to meet the expectations in the table below.

Acceptable	Not Acceptable
Minimal and natural make up	Visible body art
Usual jewellery rules apply, including stud earrings only	Facial piercings
Trainers	Heeled shoes/footwear
Sandals that hold the foot into the shoe	Flip flops/sliders
Knee length shorts	Short shorts
	Strapless/spaghetti strap tops
	Crop tops
	Clothing with inappropriate slogans/slang

- Students should bring a bag into school with any equipment which they need in for the day. They should bring their own pen, pencil, ruler and calculator for maths

On the way to and from school

- Students should avoid using public transport to get to Nova and should walk or cycle where possible. If a parent drops off their child, they should drop them off at the turning circle at the bottom of the hill rather than coming onto the school site.
- Parents should encourage their child to practice social distancing with their friends on their journey to and from school. Pupils should not arrange to meet in groups before or after their time at the Nova.

Arriving at school

- Pupils must arrive on time for their session. If they are early, they will be directed to wait outside the building or in the reception area in a socially distanced fashion, rather than being allowed in early. If they are late, they will be asked to go home and return the following week.
- On arrival they will be met at the student gate by a member of staff. From this point they must maintain a 2m distance from those around them.
- They will come into the building through the normal student entrance. There will be hand sanitiser at the entrance which they will be directed to use before walking around to the theatre or gym one student at a time and staying two metres apart from any other student or member of staff.

Lessons

- Students will be allocated a desk to sit in for their sessions.
- They will use their own equipment with the exception of any materials which will be used for that session specifically provided by the teachers.
- At the start of their first day in school, pupils will watch a presentation reminding them of the importance of social distancing, hand & respiratory hygiene and the fire exit routine.

Toilets

- If a pupil needs the toilet, they will be allowed out one at a time to use the allocated toilets near their classroom. They will be expected and directed to wash their hands for 20 seconds and, before re-entering the room, they should use the hand sanitiser provided.

Break

- Each bubble will have a 15-minute break in the area outside their room. This will be supervised by SLT and Pastoral Staff. Students will be expected to maintain social distancing at this time and **MUST** do so.
- Students should bring their own snack and drink into school.

Behaviour

- We expect excellent behaviour and will expect students to follow the Nova Nine rules whilst in school.
- If a student needs to be removed from a session a message will be sent to parents. The student will be asked to leave site and return the following week for a fresh start. We hope this is not needed.
- If a pupil deliberately or repeatedly behaves in a way that contradicts Health & Safety within the Academy, parents will be sent a message and the student will be asked to leave site. Before the student is readmitted the following week, a parental meeting will need to take place. This can be arranged virtually if necessary

Other rules

- Parents will not be allowed on site without a pre-arranged meeting.
- Pupils will only be allowed access to certain areas of Nova. They must follow the identified routes and obey one-way systems.

What happens if my child or a member of your family has Covid-19 symptoms?

Students or adult family members with any Covid-19 symptoms **MUST NOT** come to school. (The symptoms are a temperature, continuous cough, loss of smell/taste). Likewise, if someone in the student's household shows symptoms, you should not send them to school. Instead, you should follow the NHS advice on self-isolation and inform the school by phone. Your children are now eligible for testing if they have symptoms – you can access this by calling 111 – but they must self-isolate whilst awaiting the results of this.

The guidance is set out below:

- If any member of the student's home has Covid symptoms the student must self-isolate for 14 days.
- If a student has Covid symptoms they must not come to school for two weeks. If a student gets a test and it is negative, they can attend the following week as long as Nova is sent the test result. Parents must inform the Academy if their child displays Covid symptoms on the day the symptoms start. Parents can use the email address to do so closure@novahreodacademy.org.uk
- If a student displays Covid Symptoms or says that they are experiencing Covid Symptoms, we will provide immediate first aid care. A text will be sent to parents. The student will be sent home where possible. They will not be allowed back for 14 days or until a negative test result is received.

How do I let you know if my child is not attending school?

Parents have the right to decide whether to send their child to school during this time. If your child returns to school, we will need to track their attendance each week. If your child is unable to attend on their allocated day, please email us to inform us of the reason for your child's absence. Please use this email address: closure@novahreodacademy.org.uk

If I decide not to send my child to school, will there still be work for them to complete at home?

We will continue to set work for pupils in all year groups on EPraise. We are keeping the in-school work discrete from the work set for students at home so that those students who can't attend due to their own health or the health of those they are living with are not disadvantaged.

All students will be expected to submit their maths, English and science work which they are completing at home as indicated on EPraise by their teachers.