



Ormiston Cliff Park Junior Academy

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Head of School: Mrs Louise Watkins

1st March 2021

Expanding opening from 8th March 2021 onwards

We hope that this letter finds you safe and well!

You will have already received a brief outline of Academy organisation for the expanded opening of our Academies from 8th March and the purpose of this letter is to share specific arrangements with you.

The principles outlined below have been used to support our return to school in March:

- To ensure adherence to DFE expectations
- To fulfil requirements of OAT risk assessments
- To minimise numbers of adults on site- staggered start and end time
- Avoid mixing of class bubbles- staggered break and lunch
- To reinforce a strict emphasis on hygiene and prevention of COVID spread.

Timings of the Academy Day

Our continued commitment to supporting parents, children and staff in maintaining safety means that we will continue to use our staggered entry and exit arrangements and timetables to ensure that numbers of adults and children on site can be managed safely in support of protecting everyone from COVID 19. As before, overall learning time is still the same as it was prior to COVID 19 and the earlier finish times are created through earlier start times and a shorter lunch break (which is necessary to enable all bubbles to have a designated break and lunch time).

From Monday 8th March:

Start school time	Year 3	Year 4	Year 5	Year 6	End school time
8.40 am	Sparrow	Woodpecker	Kingfisher	Peregrine	2.15 pm
8.50am	Robin	Chaffinch	Heron	Marsh Harrier	2.25pm
9.00am	Blackbird	Wagtail	Bittern	Kestrel	2.35 pm

Entrance and Exit Procedures for the Academy:

- In support of safety all adults and coming onto site are expected to wear a face covering. If you are exempt, please wear your lanyard and make yourself known to us.
- We ask that adults do not wait or congregate on site or in the immediate local area as this presents addition risk.
- Only one adult per family should attend site to drop off / collect the children.

Entry:

As during the Autumn term, all children will enter the Academy via the main drive and parents are asked to drop children off at the main entrance gate. Children in the 8.30am bubbles, or those attending from 8.30 for childcare purposes, will go straight to their classrooms. As before, to support social distancing, there will be designated waiting areas for each bubble on the playground, where children can wait safely under the supervision of a member of staff if they need to arrive earlier to drop off a sibling. It's important that your child does not arrive early unless this is the case. We would politely ask that parents do not enter the playground area in the mornings.

Exit:

Parents arriving for pickup should only arrive for the designated time. As before, all parents will then make their way to the designated year group collection points on the playground and the teachers will bring each bubble out at the allocated time. If you need to arrive at school earlier to collect a sibling, please help us by ensuring that you wait in the dedicated year group area on the playground. Please do not worry if your collection times are close together as the teachers will keep the children with them until they are collected, unless parents have given prior permission for them to walk home.

Supporting Parents through Extended Provision:

To ensure compliance with our risk assessment, initially we are able to provide some childcare will be available in bubbles for those who require support with work from 8.30 and up until 3.30pm, Monday to Friday, regardless of what time your child's bubble finishes. Please inform the Academy office as soon as possible if you would like to take up this option.

We will review our wrap around care provision in readiness for the start of the summer term and will contact parents if there are to be any further changes.

Uniform and Equipment

Children are required to wear our Academy uniform and school shoes. The children will need to bring their coat, a book bag and a water bottle into the Academy. Ruck sacks are not necessary due to space. One session of PE will take place initially during the week and children are asked to attend school on that day in PE kit- jogging bottoms, PE shirt, sweatshirt and trainers.

Lunches

As before, all children can either bring their own packed lunch or order a School Packed Lunch in the usual way. Arrangements for pupils in receipt of free school meals will be unchanged. These arrangements will continue until the end of term and we will then review lunch time provision in readiness for the summer term.

Attendance

Full attendance for children in all year groups is expected and is mandatory. Leave of absence requests will only be granted in exceptional circumstances following a meeting with the Head of School in line with Academy policy.

No child or adult should attend the academy where they are showing possible signs and symptoms of Covid-19.

Reporting absence:

Please inform the Academy of any illness on the **first** day of absence as usual.

When leaving a message or speaking to a member of staff please be very specific about the reason e.g. cough, temperature, sore throat, sickness etc. as this is vital to the tracking, reporting arrangements and support.

Please contact the Academy Office if you have further questions about our expanded opening.

We are very much looking forward to welcoming all of the children back on the 8th March.

Yours sincerely,

Mrs L Watkins

Head of School