



Great Wyrley Academy

A part of the Windsor Academy Trust

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Dear Parent/Guardian

I would like to take this opportunity to welcome you to Great Wyrley Academy. I felt that it was important that I write to you to make you aware of some of the measures that we have put in place as a result of the current pandemic.

School reopening - Autumn Term September 2020

I know that you are all eager to understand how a full return to school will work. I will endeavour to explain all here. The plans will also be available on our school website.

We have followed the government guidance closely and have tried to mitigate the risks that reopening the school for 600 people brings. Ensuring the safety of all the staff and students at all times is paramount.

We will be staggering the start of the Autumn Term for students.

Year 7 students will start on **Thursday 3 September at 8.30am**. During the first 2 hours they will spend time with their form tutor where they will receive further guidance on all the different aspects of school life at GWA including their timetable.

The start and dismissal times until further notice for Year 7 are as follows (these times will remain in place until further notice)-

	Start time	Dismissal time
Year 7	8.30am	2.40pm

*Students who arrive early to school (before their designated time) will be able to sit in their Year group zone until form time starts however no food will be provided and students must not go anywhere else around the site other than their designated zone.



The school day will run as follows-

	Time
Tutor time	Tutor rooms from 8.30
Period 1	9.00 - 9.50
Period 2	9.50 - 10.40
Break	10.40 - 10.50
Period 3	10.50 - 11.40
Period 4	11.40 - 12.30
Lunch	12.30 - 1.00
Period 5	1.00 - 1.50
Period 6	1.50 - 2.40

Each year group has a designated entry point into the building. Upon arriving in school this is where they must go (they will not be permitted to use another entrance)

The Year 7 entry point is the Science block. On arrival at 8.30am students will go to the following rooms

Austen form	S2
Bronte form	S3
Shakespeare form	S1
Tolkien form	S4

School will be split into year group zones and the majority of lessons will be delivered in these distinct zones. Students will only move out for certain lessons (IT, PE, Art / DT, Music and Drama). To assist with this, students will be given coloured lanyards to wear.

Until Tuesday 8 September only the main entrance gates will be open and students will be met and directed to their designated zone.

Food – Break and Lunch time

Students will have their break and lunch in their zones as well. Year groups will not be permitted to mix. All zones will have an allocated outdoor area and students will be permitted to use the new 3G MUGA on rotation during the week.

At break time no food will be available to purchase. This will change as we become more accustomed to the new arrangements.

At lunch time food will be taken to each zone for distribution and purchasing, or students may bring their own packed lunches. We will continue to use a cashless system; however, students will be unable to charge their account in-school via the finger-print scanner. Instead this must be accessed via the Scopay app or website <https://www.scopay.com/greatwyrley> (if you require access to this please email jkavanagh@greatwyrley.windsoracademytrust.org.uk). Year 7 will receive access codes in September on their first day back together with a user guide. During the first days of school, until your account is active, students will be able to have food and your account will be debited once active.

Pastoral system – High expectations

Although students will remain in their assigned houses, we will temporarily be moving to a Year pastoral system to enable us to monitor the year group zones. Mrs Foyle will be Head of Year 7

Normal high standards of uniform are expected. A full list is available on the school website. The only exception from September will be on the days when students have their double lesson of PE. **Students will be permitted to come to school in their PE kit on this specific day as no changing facilities for PE will be available in school.** For Year 7 this will be on a Tuesday so will not be required until Tuesday 8 September.

PE kit will have to be correct (as per our uniform regulations), smart and clean. Only school PE tracksuits and PE hoodie / jumpers will be allowed. No branded hoodies.

Students will need to bring their own equipment with them. Whilst this has always been expected it is crucial from September. Please ensure that your child brings with them a bag and all of the essential equipment they need for their lessons - pens, pencils, crayons, ruler, calculator, apron (D&T). The student planner and timetable will be handed out on the first day back.

Homework will be set on Google Classroom and be known as 'Remote Learning'. This is because it has worked so successfully during lockdown and to cut down on the amount of paper handed out to reduce contact. Students will be assigned to new Google classrooms as per their new timetables in September. This will also mean that, should we go into another lockdown or partial lockdown, we will have continuity of their education.

Government guidance is that student attendance, from September, is compulsory. As such we will be enforcing the usual attendance policy and procedures. Having already missed several months of face-to-face learning it is crucial that you do not take holidays during term time and that students attend school unless they are poorly.

The Prepared for Excellence behaviour and rewards system will be running from September with the added expectation that students will respect and abide by the social distancing principles where appropriate. Additional guidance will be given to students regarding this when they meet with their form tutor.

Public transport

As per the government guidance, the use of public transport should be avoided wherever possible. If students are able to come to school by any other means, then it should be encouraged. If this is unavoidable, it is statutory for them to wear a face mask whilst on the bus / train. If you are interested in using the school coach service, please email jkavagnagh@greatwyrley.windsoracademytrust.org.uk.

PPE

Based on government guidance, students and staff are not permitted to wear face masks or other PPE in school. Those wearing them on public transport will have to remove face masks before getting into school. Neither should students bring to school their own hand sanitiser. We have soap dispensers in all toilets and hand sanitiser stations around the school site. We will be actively promoting hand washing and good hygiene during the school day.

School site access and parking

To help support our staggered starts and ends to the day, I ask you to consider the safety of the staff and students by not driving onto the school site if the gates are open. It is not permitted for you to park in the school grounds, nor on Hall Lane where double yellow lines are clearly marked. Increased patrols by traffic wardens will be in place in September. Additionally, if you wish to see a member of staff it must be via prior appointment. Where possible please speak to staff over the phone. Your cooperation with this is much appreciated.

I hope you all have a relaxing summer and a pleasant few weeks. I look forward to welcoming all the students back at the start of September, refreshed and ready for the rigours of a new academic year.

Yours sincerely



Ian Moreton
Headteacher

Key dates

- 1 September – Staff INSET
- 2 September – Staff INSET
- 3 September – Years 7, 11 & 13 return to school
- 25 September – Staff INSET
- 23 October – Break up for half term