



THE PRIORY ACADEMY

LSST

Dear Parent/Carers

Year 12 Face to Face Support

Following the most recent Government information regarding the wider opening of schools and academies, we have carefully considered how we can enable Year 10 and 12 students back into the academy as safely as possible whilst still making provision for children of keyworkers and 'vulnerable' children. Our most up to date risk assessment can be found on our website under the 'Parent' tab.

Throughout our preparation the safety and well-being of your children, your families and our staff is of our utmost priority. From the 15th June 2020 we will be inviting in students from Year 10 and Year 12 on a rolling programme using two different entrances and areas of the Academy. Year 10 will use the Cross O'Cliff Hill entrance and be based on the main site using classrooms in Mathematics and Modern Foreign Languages. Year 12 students are to use the 6th Form entrance and will be based within classrooms in English and the Newton Centre. Our registered keyworker and 'vulnerable' children will now be based in the History, Geography and RE classrooms and will have a different start and end time to their day. All three groups of students, Year 10, 12 and our keyworker/vulnerable students, will be in different areas from each other throughout the day, will have a dedicated team of staff for that day and different social areas and toilets.

Throughout this phased opening of the Academy it is imperative that if your children have, or are showing symptoms of COVID-19, or have someone in their household who is, they should not be attending the Academy and should remain at home, in line with the [guidance for households with possible coronavirus infection](#)

Much work has been undertaken to follow the government guidelines. Within the classrooms being used, chairs have been removed to ensure all seating complies with the regulations. Two metre markings have been placed in corridors and outdoor spaces where appropriate and there are one-way notices to be adhered to. Doors, where appropriate, will be open and, if the weather allows, windows will be open throughout the day.

During the day we will continue promote the need for increased hygiene and students will be regularly reminded to clean their hands more often than usual, particularly after arriving at the Academy, touching their face, blowing their nose, sneezing or coughing, and before eating or handling food. The guidance on this will be emphasised to students that they should wash their hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub/sanitiser ensuring that all parts of the hands are covered. Each group will have an allocated toilet area to use with handwashing facilities and there will be hand sanitiser in all designated classrooms. There will also be anti-bacterial sanitising wipes in each designated classroom for students to use to regularly wipe down equipment and workspaces. Advice will also be given to students on respiratory hygiene reminding them to: avoid touching their mouth, eyes and nose; cover their mouth and nose with disposable tissues when coughing or sneezing, if one is not available, sneeze into the crook of the elbow, not into the hand; dispose of tissues into a disposable rubbish bag and immediately clean their hands with soap and water or use a hand sanitiser.

We will obviously remind students of both personal hygiene and the national expectations of the 2m social-distancing requirements to ensure they develop an understanding and their own

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The Priory Academy LSST is part of The Priory Federation of Academies Trust. For further information please contact:

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responsibility. However, we ask you for your support too in reminding your child prior to them coming onto the academy site. Any student who fails to adhere to these national expectations will obviously be reminded in the first instance. However, in the interest of safety of all of our staff, students and their families, we will ask parents/carers to collect their children from the Academy if they persistently breach these expectations.

All students when attending the Academy must wear their usual academy uniform but they do not need to wear the blazer. The usual expectations on piercings and the rest of the uniform will apply including the use of mobile phones. Students will also need to bring with them the necessary basic equipment for a day in school – pen, pencil, ruler, calculator, books. Students will not be able to share equipment with other students or with staff. These guidelines will also now apply to the key worker and vulnerable students. However, we would continue to encourage these students to bring their trainers with them. At the current time and to minimise the number of staff on site and potential contact between students we are not operating any catering facilities so all students must bring a packed lunch and drinks in with them.

As per the government guidance students will need to get to the Academy by foot, bicycle or car as the usual transport services are not currently operating. The County Council Transport team have stipulated that: 'It remains very important that transport is only used for those children and young people that really need it. **We ask that you transport your child to school unless you have no other option, even if your child is normally entitled to transport.** If there is no other option, you can contact the County Council by emailing TSG@lincolnshire.gov.uk or those without access to email should call 01522 782020.'

Year 12 students will be invited to attend the Academy to attend some face to face sessions with subject teachers in relation to the subjects they are studying. They may be required to attend for either a morning (0900 to 1130) or afternoon (1230 to 1500) session or both depending on the subjects they study. Some subjects may differ slightly from these timings with shorter sessions due to staffing restrictions. Where this is the case those subject staff will inform students by email. The timetable runs over 8 days in order to avoid any subject clashes for students and is shown at the end of this letter. Where there is more than 1 group for a particular subject departmental staff will send emails to students to inform them to which group they have been allocated and the corresponding room allocation. If subject staff become unwell and are unable to deliver the session we will contact you as soon as possible. All sessions will involve staff delivery; we are currently looking into suitable alternatives that will replace the Year 12 examinations that had been planned for this term.

All Year 12 students should enter through 6th Form reception only, where they will register with a member of staff. If attending a morning session students should arrive between 0840 to 0855 and for an afternoon session between 1210 to 1225. Students should not arrive before this time. Once registered, Year 12 students should move to the room about which they have been emailed. If students are travelling to the Academy by bike we would ask them to enter the Academy through the side gate, secure their bikes in the racks and walk back to the main 6th Form entrance to register with other students; they must not walk back through the internal areas of the Academy to reception. If students are driving their own cars to the Academy we would ask them to park appropriately and take account of the residents who surround the site.

Each group will have an allocated break time within their 2hr 30min session. Breaks between the different groups will be staggered. During this time, they will have access to the seating area outside the 6th form common room and Templar Quad or they can remain in their allocated classroom. Students will not be able to leave the academy site. Students will have access to the toilets near Art, outside the lecture Theatre or in the Newton building if their session is there.

Should a student be on site for both sessions they will be able to eat their lunch outside the 6th Form Common Room or in the allocated room for the day should the weather be inclement.

At the end of their session students will be dismissed using a staggered approach and students should leave the academy site from the 6th Form reception.

Please bear in mind that this is all a proposed plan and depending on the government guidance, which is being monitored, this plan may need to be changed at short notice.

Whilst we will endeavour to make the Academy as safe as possible for your children to return, we completely understand that many of you may NOT want your child to return to school until all children return. There will be NO repercussions for children who do not come back to the Academy. We will continue to support those children learning from home and will do our very best to ensure they are not disadvantaged. In order to further help us to plan and organise staffing, please could you let us know if you are not intending to send your child back to the Academy from Monday 15th June by completing this survey by 4pm on Tuesday 9th June:

<https://forms.office.com/Pages/ResponsePage.aspx?id=a4b7hEpr50GQiiDXWqYdgQo8IfnpschluDQX5ZauzfNUNEZRMIRKTA2QzdNRjgxRTBOSUxSOVBZRS4u>

If you do choose to send your child to the Academy but your child becomes unwell and cannot attend, we ask that you follow the normal procedures by contacting Main Reception to report their absence for that given day.

It is important to remember each academy or school will have a different approach, and without an in-depth knowledge of the layout, children's needs and their staffing situation it is difficult to compare what may be happening at different organisations; we have implemented the guidance to best meet the children's academy needs.

As always please do not hesitate to contact Mrs Mellor or Mrs Jones should you have any questions. I once again sincerely thank you for your continued support and patience during these difficult times.

Yours faithfully

Mrs J Hopkinson
Headteacher

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	15th June	16th June	17th June	18th June	19th June	22nd June	23rd June	24th June
	25th June	26th June	29th June	30th June	1 st July	2nd July	3rd July	6th July
	7th July	8th July	9th July	10th July	13th July	14th July	15th July	16th July
Morning (0900 to 1130)	Physics (2 Groups: Q2, Q4) Applied Science (Newton)	Applied Business (2 Groups: Newton Centre and Learning Centre) Economics (Q2) Film (Q4)	Psychology (2 Groups: Q38 and Q39) Engineering (2 Groups: Newton Centre and Learning Centre) Dance (Studio) French (Q1)	Maths (4 groups: Q1, Q2, Q4, Q38)	Chemistry (2 Groups: Q2, Q4) English Literature (2 Groups: Q6, Q39)	Geography (3 Groups: Q4, Q6, Q39) Health and Social (Q2)	Biology (3 groups: Q2, Q4, Q6) History (2 Groups: Q1, Q39)	Government and Politics (Q4) BTEC Sport (2 Groups: Newton Centre and Learning Centre) A Level Sport (Q2)
Afternoon (1230 to 1500)	Physics (2 Groups: Q3, Q5) Photography (2 Groups: Q36 and the Learning Centre)	Business (3 Groups: Q3, Q5, Q39) Textiles (Library)	Psychology (2 Groups: Q23 and Q6) Music (MU2) Product Design (Q5)	Maths (4 Groups: Q3, Q5, Q23, Q39)	Chemistry (2 Groups: Q3, Q5) German (Q1) Computing (Newton Centre)	English Language (Q38) Maths Further (2 Groups: Q3, Q5) IT (Newton Centre)	Biology (3 Groups Q3, Q5, Gagarin) History (2 Groups: Q23, Q38)	Sociology (2 Groups: Q3, Q5) Art (2 Groups: Q19, Q13)