



The Valley  
Leadership Academy

## Reopening Schools information for Parents

## School Opening for the new Academic Year

Following the summer holidays, school will re-open as outlined below.

- All students in will start school on **Monday 7th September**.

There will be slightly different timings to the first day to ensure that all our students meet the new staff and are informed of how the Academy will operate differently to ensure we all stay safe.

Year group	Arrival	Entrance
7	8-30 to 8.45	Student entrance
8	9.00 – 9.15	Student Entrance
9	9.30 – 9.45	New Dining Hall entrance
10	10.00 – 10.15	New Dining Hall entrance
11	10.30 – 10.45	New Dining Hall entrance

## Arrival and Leaving

**From Tuesday the 8<sup>th</sup>** special arrangements to ensure that all students arrive and leave as safely as possible will be in operation

- To reduce crowding on entering, students will arrive and leave at staggered timings and using different entrances.

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Year	Arrival	Leaving (if no intervention)	Entrance/Exit
7	Between 8.25 am and 8.35 am	3.00pm (2.30 on a Wednesday)	Student Entrance
8	Between 8.35 am and 8.45 am	2.55pm (2.25 on a Wednesday)	Student Entrance
9	Between 8.35 am and 8.45 am	2.55pm (2.25 on a Wednesday)	Dining Room
10	Between 8.25 am and 8.35 am	3.00pm (2.30 on a Wednesday)	Dining Room
11	Between 8.25 am and 8.35 am	3.00pm (2.30 on a Wednesday)	Dining Room

- Where families have siblings, students should arrive at the designated time for the younger sibling.
- Once main school students arrive, they should report immediately to their designated registration venue. Students must not congregate in corridors, library, Dining Hall or LRC.
- Unless your child has a medical need or other vulnerability, parents should avoid coming to the school reception.
- Upon entering school, students will be asked to use a hand sanitiser.
- The bus service will run as normal at the start and end of the school day. Students must wear a mask or face covering if using the bus or public transport (or sharing a car with someone outside of their household).
- At the end of the day, students will be asked to use the hand sanitiser before leaving their final lesson.
- To reduce crowding on leaving school:
  - Once students are dismissed, they should immediately leave the building and school grounds. Students must not wait inside the school building.
  - Unless your child has a medical need or other vulnerability, parents should avoid coming to the school reception. If you need to do this, please collect your child after 3.10pm.

## Uniform & Equipment

All students will wear the full uniform.

- The school now has a new uniform supplier called Stevensons ([www.stevensons.co.uk](http://www.stevensons.co.uk)).
- Shoes must be plain, black, traditional in style and have a flat sole. They should be a plain design with no logos, decorative buckles, coloured laces or stitching, labels, tags, studs or other decorations. Boots, trainers (including leather), plimsolls, canvas or suede shoes are not permitted.
- Students who have PE on that day will be allowed to wear their PE kit instead of the uniform **IF** the PE department have indicated that they will be doing a practical lesson. **This will be noted in student planners.**
- Students should only bring the necessary books and stationery for each school day.
- Students must not share stationery or equipment with others.

**PLEASE NOTE THAT COVID SUPPLIES HAVE MEANT THAT THERE IS A DELAY IN SOME UNIFORM ARRIVING. PARENTS SHOULD SEND STUDENTS IN AS MUCH CORRECT UNIFORM AS POSSIBLE IN THE SHORT TERM.**

## FACE MASKS

The Government has updated guidance for the wearing of face coverings in areas of high levels of transmission. Currently Rossendale is not deemed a high risk area. We believe that as a school we should adopted the government guidance as precautionary measure. As a result, our current guidance is as follows.

Your child is expected to wear a face covering when

- travelling to and from school (if on the school bus, on public transport or sharing cars with those outside of their household)
- entering and leaving school
- Walking outside of their 'bubble' homebase (at break and lunchtimes, visiting the toilet and when travelling to and from specialist rooms).

Your child is not required to wear a face covering

- when in lesson
- outside the building at break times
- eating in the Dining Hall

Members of staff will also wear a face covering at times if they are not able to maintain distancing from others

## Buses

As you know many of our students currently use the public bus service to school. The following rules will be in operation to support the safe use of the service for our students and the whole community.

- Students should endeavour to catch a bus that gets them into the Academy for the revised start times
- Students using the bus service **MUST** wear a face covering.
- All students will be required to use hand sanitizer upon boarding and/or disembarking
- Upon arrival students will be guided directly to appropriate entry point.
- Upon departure students will queue with social distancing. This will be in year group and entry will be in order of 11-7.

- Seats will be allocated to reflect the bubble arrangements in school. In each bus, the following will be encouraged:

<u>Year Group</u>	<u>Location on Bus</u>
7	Lower Deck, Front
8	Lower Deck, Middle
9	Lower Deck, Back
10	Upper Deck, Front
11	Upper Deck, Middle

### **Learning & Rooming**

Students will follow their normal timetable in their usual groups with the specialist teacher for each subject.

- To ensure that we follow government guidance students from the same year group will stay in one area of the school for most of their lessons. This is called their 'homebase'. However, they may use specialist rooms for some subjects such as Science, Art and IT.
- Homebase locations are close to each other and form a Year group zone or 'bubble'

<u>Year Group</u>	<u>Homebase Area</u>	
7	Year 7 Block	Main Block
8	Year 8 Block	Main Block
9	Humanities	Floor 1 – Four storey
10	English	Floor 3 – Four storey
11	Maths	Floor 3 – Four storey

- On arrival to school students will be escorted to their homebase by form tutors from the entrance zones.

### **Expectations in the Classroom/Bubble**

There are a number of expectations that students should follow during lessons.

- Students will use a hand sanitiser on entering each lesson during the day.
- Students must not leave their homebase area unless given permission to do so.
- Students must sit in their designated place at all times. Desks and chairs must not be moved.
- Students must not share equipment

### **Toilets**

Each year group has an allocated set of toilets.

- **At all times**, including break and lunchtimes, students should ONLY use their designated set of toilets:

<u>Year</u>	<u>Lessons</u>	<u>Break and Dinner</u>
7	Science (Cubicles 1-5)	Science (Cubicles 1-5)
8	7 and 8 Zone	Science (Cubicles 6-10)
9	Floor 3	PE
10	Floor 3	Science (Cubicles 1-5)
11	Floor 3	Science (Cubicles 1-5)

- Students should only enter the toilet area one at a time and in the allocated free cubicles.

- Students should use the contactless sink when washing.

## **Hygiene**

All students should maintain the best of hygiene at all times.

- There will be a hand sanitiser at the entrance of all rooms. Students must sanitise their hands at the start and end of lessons.
- Students will wash hands with soap regularly during the day, particularly before and after eating and after sneezing, coughing or using the toilet.
- All surfaces in classrooms, toilets and dining areas will be disinfected regularly throughout the day.
- Specialist classrooms will be disinfected between each use.

## **Break and Lunch Time**

To avoid year groups mixing, and minimise crowding, break and lunch times have special arrangements.

- There will be staggered timings for break and lunch times, as outlined below.

### **Break**

Year	Mon	Tues	Weds	Thurs	Frid
7	DH	Zone	DH	Zone	DH
8	Zone	DH	Zone	DH	Zone
9	Zone	DH	Zone	DH	Zone
10	DH ( zone 1)	Zone	DH ( zone 1)	Zone	DH ( zone 1)
11	DH ( zone 2)	Zone	DH ( zone 2)	Zone	DH ( zone 2)

- Access to the Dining Hall will be limited to one group at break time to avoid queuing congestion. On non DH days a provision will be made in the 'Homebase' area for relevant bubbles.

### **Lunch**

Lunch will operate on two staggered sittings with two separate Zones operating. Each Zone will have a different entry point, exit point and seating area.

During lunch,

- Students can only sit at the designated tables in the Dining Hall Zone. Furniture must not be moved.
- Students are only permitted to use the Dining Hall if they are getting a snack or lunch. Otherwise, they will go outside to their designated outdoor space.
- Other than the Dining Hall, students are not permitted to be in the building during break time.

In both circumstances

- Students will queue with social distancing.
- Students will be asked to wash hands with soap before and after eating.

### **First Aid and Medical Room**

Any student who falls ill or develops symptoms in school will go home.

- A student who is unwell will wait in the medical room before being collected by a parent.
- There will be a First Aid resource in each 'bubble' homebase. Students will self-administer first aid, and any medication, if at all possible. However, if needed, designated First Aiders will provide support.

### **Students or Staff who test positive for COVID-19**

- If a student or member of staff develops the symptoms of COVID-19 (a new, persistent cough, high temperature or a change or loss of smell or taste), they will be sent home and asked to book a test.
- If someone tests positive, the school will contact Public Health England (PHE) and follow their guidance.
- Following advice from PHE, the school will contact parents via our text message service if your child has been in close or direct contact with someone who has tested positive, advising them to self-isolate for 14 days.

### **Remote Education (and Contingency for School or Local Lockdown)**

From September, all students are expected in school and there will be no online lessons.

- However, if school is closed for a year group or for all students, the timetable will be delivered online.
- In such circumstances, students will be taught online using Microsoft Teams by their normal teacher in their normal class groupings following their usual timetable.
- If a student has been asked to isolate at home, they will also be able to access their lessons online.
- In September, the school will provide each student with a pack containing their timetable, a guide to using Microsoft Teams and the 'codes' needed to join their classes. This would be used if school is closed or students are isolating at home and lessons are then delivered online.

### **Term Dates 2020-2021, Attendance & Holidays During Term Time**

Please find enclosed a copy of the term dates for the new academic year.

- It is really important that students attend school fully. Each year, students with the worst attendance make less progress and achieve lower grades in their studies. This is why we will insist that students attend school fully and ask the Education Welfare Officer from the Local Authority to visit homes for students with poor attendance.
- As you know, the school is not allowed to authorise any trips abroad during term time unless there are exceptional (emergency) circumstances for the student concerned. Thank you for your support with this.



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## SCHOOL TERM AND HOLIDAY DATES

**2020 - 2021**

(All dates are inclusive)

### **Autumn Term 2020**

- Tuesday 1st – Friday 4th September Staff Inset (closed to students)
- Monday 7th September – School re-opens for pupils
- Monday 26th October – Friday 30th October – Closed for half term
- Monday 2nd November- School re-opens for pupils
- Monday 21st December – Friday 1st January – Closed for Christmas holidays

### **Spring Term 2021**

- Monday 4th January – Staff Inset (closed to students)
- Tuesday 5th January - School re-opens for pupils
- Monday 15th February – Friday 19th February – Closed for half term
- Monday 22nd February - School re-opens for pupils
- Monday 29th March – Friday 9th April – Closed for Easter holiday

### **Summer Term 2021**

- Monday 12th April – Staff Inset (closed to students)
- Tuesday 13th April – School re-opens for pupils
- Monday 3rd May – May Day Bank Holiday
- Monday 31st May – Friday 4th June- Closed for half term
- Monday 7<sup>th</sup> June - School re-opens for pupils
- Friday 16th July – Closure after school for summer holiday