



GARSTANG COMMUNITY ACADEMY

Bowgreave · Garstang · Lancashire · PR3 1YE · Tel: 01995 603226 · Email:
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25/08/2020

Dear Year 11 Parent

I hope you have had a relaxing summer, and your son/daughter is looking forwards to coming back to school in September. You're possibly aware that guidance changes regularly, but as far as today, the reminders below are up to date for a September return.

General key points:

- It is vitally important that children are not sent to school if they are feeling unwell or displaying symptoms related to Covid19. Where a student is displaying symptoms related to Covid19, they will be removed and isolated. If necessary, they will be attended to by a member of staff in PPE (i.e. visor, gloves, mask). Parents will be contacted and asked to collect their child. Parents will then have to contact the NHS and arrange a Covid19 test and follow Public Health England guidance on isolation.
- We will encourage children to adopt rigorous hygiene protocols – washing/sanitising hands at regular intervals throughout the day – please reinforce these at home.
- Children will be physically sited in a specific area of school in year group bubbles. As far as is possible, children will not move around school and mix with other year group bubbles.
- School will be separated into coloured zones which specific year groups will be allocated for before school, breaks and lunches (see below).
- Children will only be able to come on site from 8.15am, when on site, will go directly to their before school space, and Period 1 will start promptly at 8.50am.
- Breakfast will still be available from the main canteen from 8.20 – the queue will be socially distanced, and children will then go directly to their own zones. It would encourage children to only use this facility if they have missed breakfast at home – we will keep an eye on it, but if it becomes unmanageable, we will be forced to re-think how to offer a reduced breakfast menu.
- Breaks and lunchtimes will be staggered – 3 year groups will have break at 10.00 am and lunch at 12.20 am, and 2 year groups will have break at 11.00 am and lunch at 1.20 pm. Additionally, one year group at break and a different year group at lunch will finish 10 minutes early to quickly get food from a specified canteen and return to their own zone with it.
- Hot food will still be available, but the range of choice is very likely to be reduced.
- The end of the school day will be staggered across a 15 minute period to allow year bubbles to exit the site separately.
- Normal school uniform expectations will be in place. The only exemption to this will be the one day/week in 'PE Uniform' – see below, other than this, we have the same expectations as ever that children will be in full school uniform and parents need to contact the school if there are any difficulties in achieving this.
- The school rules remain in place regarding the use of mobile phones in school, i.e. students may bring them, but they do so at their own risk. Phones should not be seen or heard at any point during the school day and must be kept, switched off, in bags not in blazers.
- There will be an even greater emphasis on rules, routines and behaviour to allow students and teachers to make the most of their teaching time in a Covid safe environment.



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- Normal behaviour systems will be in place, with specific consequences in place for Covid Related Behaviour:
 - Deliberately ignoring the social distancing measures put in place by the school
 - Spitting at another student/member of staff
 - Deliberately coughing/sneezing at a student/member of staff
 - Behaviour or language that is intended to cause alarm or distress to students/staff about the current situation.

Specific lesson reminders:

- In year 7, children will be taught in form groups for all subjects.
- In years 8 and 9, children will be taught in the same sets for all subjects – these will be put into one of 6 sets across the whole year group rather than one of 3 in their existing bands, and will be arrived at using existing assessment data and knowledge of the children.
- In years 10 and 11, children will be taught in their science sets for English, maths and science, and in their normal sets for their option subjects.
- All students will require a school bag. They will be required to bring their own pens, pencils, rulers etc. They will also be required to manage their own timetables and books for the day. There will be strict restrictions on what can be handled in school; therefore, it is important that students are prepared thoroughly for school. A list of suggested equipment has been previously communicated by Mrs Smith.
- We have been able to keep some specialist facilities (some Science labs, DT rooms, Computing rooms, Creative Arts rooms) outside of fixed bubbles so that all year groups will be able to access these on a limited rotation basis over the term.
- Children will be in fixed seating plans and will be expected generally to face forwards – this is part of our Covid safety and to comply with Track and Trace requirements.
- Due to difficulties with changing facilities, children will be able to come to school **once/week** in their GCA 'PE Uniform' – including their GCA sweatshirt (or similar e.g. plain navy ¼ zip sweatshirt with **no hood**) and plain navy/black bottoms/leggings – not brightly coloured sportswear and without excessive branding. If they have PE/Games on two separate days, one will either be PE theory, or an activity which can be done in school uniform.

First Week Arrangements:

Tuesday 1st September - School reopens to staff only.

Wednesday 2nd September - New Year 7 only start school

Thursday 3rd September - Year 8 and Year 11 return, along with Year 7

Friday 4th September – Year 9 and Year 10 return – all year groups back at school.

Other Information:

- Access to site for parents is by appointment only to avoid large numbers of adults in public areas of school.
- Short information videos for all year groups will follow later this week.



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- Miss Royds, our new Deputy Headteacher, will send a letter later this week about childrens' attendance.
- A transport update from Mr Felvus will also be sent out later this week.

I hope you enjoy the remainder of the summer break and look forward to seeing all the children back in September.

Best wishes

Mr Ashcroft

Draft Summary of Year Bubbles, Timings and Zones

Year	Year Bubble Rooms	Before school	Break 1 10.00 – 10.20	Break 2 11.00-11.20	Lunch 1 12.20 - 12.55	Lunch 2 13.20 – 13.55	Dep. time
11	S 1-4, S7 & T3	Rear Parlick Green zone a	Lessons	Rear Parlick Green zone a and Courts Green zone b Food: Main dining room (via path around the back of Maths block and through the link corridor)	Lessons	Rear Parlick Green zone a and Courts Green zone b Food: Main dining room (via path around the back of Maths block and through the link corridor)	3:05