

# Monday 8<sup>th</sup> March



OAKFIELD ACADEMY  
BELIEVE AND ACHIEVE

25<sup>th</sup> February 2021

Dear Parent,

Following the release of the latest guidance from the Department for Education, we are now in a position to share our plans for a return to face to face teaching for *all* Oakfield Academy pupils. These plans may be subject to change as the situation can alter between now and the 8<sup>th</sup> of March and we will of course communicate any amendments as soon as we can.

## Attendance

You will have heard that attendance will be mandatory for pupils from 8<sup>th</sup> March unless a pupil or a member of their family is showing symptoms of COVID-19. Underneath we have outlined the plans for all year groups including the relevant dates and times. Our plan is to screen all those pupils who consent to the process on **Friday 5<sup>th</sup> March 2021**. Consent forms for this process will be emailed to families of year 7 and 8 pupils today and we ask that the survey is completed promptly by **Monday 9:00am 1<sup>st</sup> March 2021**. This will allow the Academy to plan an effective timetable of registration and timings of screening for these pupils, reducing the time it will take to get the Oakfield community back together. We will communicate this timetable as soon as it has been created.

## All pupils in years groups, (5, 6, 7, and 8), will return to school on Monday 8<sup>th</sup> March

The staggered timings and entry points remain the same and pupils will need to go straight to their tutor rooms once in the academy.

Year:	Arrival Time:	Finish Time:	Gate:
5	8:25-8:35am	3pm	Red
6	8:25-8:35am	3pm	Silver
7	8:35-8:45am	3:10pm	Red
8	8:35-8:45am	3:10pm	Silver

The academy day will run as usual and pupils will be following their timetables as before.

## Face Coverings

Face coverings are to be worn by all pupils and staff in all locations where social distancing cannot be achieved easily. This may require pupils to wear their face coverings in class as well as when they are moving around the Academy. We recommend that they bring spares and store them safely; it is the expectation that pupils remember to bring them and take care of them. Face coverings can be supplied by the academy at a charge of £1 each which will be charged to your child's parent pay account.

## Hands, Face, Space

We will continue to follow the *Hands, Face, Space* guidance across the academy. Hand sanitiser is available in all classrooms and around the academy. Pupils will have times throughout the day for regular handwashing. Pupils can also bring their own hand sanitiser if they wish.

The academy is thoroughly cleaned each day with all staff and pupils adhering to strict cleaning down rules when using equipment and classrooms. Doors and windows will be open throughout the academy where possible to maximise ventilation. One way systems are in place around the academy and need to be followed by all staff and pupils.

## Staggered Start and Finish Times

As mentioned above, we will continue to operate staggered start and finish times. No parents will be permitted on site and if you have a query, please contact the office via telephone or one of our email addresses.

## Clubs

Breakfast Club will be available starting at 8am each morning and more information is on our website. At the moment we are planning on what after school clubs we can safely run under current guidance and will communicate this in due course.

### **Break and Lunchtimes**

As before Christmas, each year group will have a different break timetabled where they will have time to wash their hands, eat their snack and have some time outside. This will be the same at lunchtime where time will be given to washing hands before they eat and each year group will have time outside. Pupils with packed lunches will stay in their classroom to eat whilst pupils who wish to purchase food from the canteen will go to the hall. We are currently in discussion about being able to utilise the canteen at break time and will share information about this once plans have been finalised.

### **What to Bring**

Pupils must bring with them a fully equipped pencil case, reading book, water bottle and snacks for the day (the canteen will not be open at break time for the moment as mentioned above and no water fountains will be in use, though drinking water is accessible to refill bottles). We will not be able to provide any safe storage for mobile phones so we ask that these are left at home wherever possible or they remain switched off in bags and not taken out whilst on the academy site. No other items should be brought in without prior agreement.

### **What to Wear**

Pupils are to wear full school uniform unless they it is a day that they have PE. They are then able to wear their PE kit.

Yours sincerely,



Miss Emma Wilkes  
Headteacher

