



## Wellfield Academy

Executive Headteacher Mrs L Gwinnett  
Head of School Mr J Lewis

Friday 3<sup>rd</sup> September 2021

Dear Parent/Guardian,

### September 2021 Update & Arrangements

We hope you and your child have had a happy, safe and enjoyable summer holiday and, as we look ahead to the return to school of all students, we wanted to provide you with a range of updates and reminders.

#### Health & Safety Updates

Over the past 18 months our 'normal' lives have significantly changed. However, as we now look forward to students returning, there are further changes in and around the school with regards to ensuring the health and safety of our school community. As always, we have carefully reviewed all advice from the DfE and Public Health England as restrictions have been lifted further and a summary of the changes/ updates students can expect are outlined below:

- Many of the previous health and safety measures are no longer advised. For example, students will no longer be in bubbles meaning they will return to use of all dining areas, face to face assemblies, vertical tutoring (mixed year groups) and full movement around the school site, including B-Block (now known as Buttermere Building) toilets
- Students, staff and visitors will no longer have to wear face masks or visors (aside from Monday 6<sup>th</sup> September- please see below) within classrooms or communal areas. This means teaching staff can move freely around the classroom and students can work in groups, if a teacher wishes. While we still strongly encourage students to wear masks within the classroom, this will become optional from Tuesday 7<sup>th</sup> September
- Students must continue to wear masks on school buses and public transport when travelling to and from school
- Good hygiene will continue to be encouraged including hand sanitiser in each classroom, rooms continuing to be well ventilated and the frequent cleaning of surfaces around the site
- We will no longer trace close contacts if a child or teacher has a positive COVID-19 test result. If a student within the school tests positive, they will be required to isolate for 10 days with all other students continuing to attend school, unless they develop symptoms themselves
- Under-18s who have been in close contact with someone with COVID-19 will no longer need to self-isolate. Instead, when they are contacted by Test and Trace, they will be asked to take a PCR test. They will only have to isolate if they receive a positive test.
- If there is an outbreak at our school, staff and students may be advised to temporarily resume wearing of masks along with other restrictions to reduce the spread of the virus. If this happens we will make sure you are made fully aware at the earliest point

#### Testing Arrangements

Whilst we are sure many staff and students are excited about the return to school and a sense of normality, we are incredibly mindful that the virus is continuing to spread and likely to do so further upon the return to school. Understandably, this is causing a sense of increased anxiety for some people. Although the above restrictions are easing from next week, we want to continue to play a significant role in protecting our whole school community. This involves:



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- Students completing two LFD tests 3 to 5 days apart for all year groups within school. The first will take place on Monday 6<sup>th</sup> September with a second test taking place on Thursday 9<sup>th</sup> September in the dance studio with supervision from the Newcross Healthcare team
- All students (unless exempt) must arrive on Monday 6<sup>th</sup> September wearing a mask and continue to wear this until they receive a negative LFD test result from the test within school. From this point, the wearing of masks will be optional but strongly encouraged
- Providing all students with home test kits. These should be completed twice weekly home testing for students and staff until the end of September when we will provide a further update
- We will revert to weekly text messages (Sunday night and Wednesday night) as a reminder for the home tests to be completed, with follow up messages the following day if they are not recorded.

Regular testing for COVID will be our biggest and most vital safeguard to limit the spread of the virus, the potential for ill health and requirement to work from home so we will be working hard to ensure we maintain momentum as long as home testing is needed.

#### **Consent**

Where consent has previously been given, there is no need to complete the form below again. If you did not previously give consent for your son/daughter to be tested in school, but would now wish to do so, please complete the form below and your child will be provided with the testing kits and complete the in-school tests. We are asking all Year 7 parents to provide consent using the link, [click here](#)

#### **Guidance on Reporting Results**

There is still a requirement that all results, whether negative, positive or void are reported to NHS Test and Trace. Please follow the link by [clicking here](#).

We also require parents to share results, either void, positive or negative, with school to help monitor student attendance and also to allow us to reassure our school community that the vast majority of staff and students in school have completed their weekly tests. Please report your result to school here: [click here](#).

If positive, please keep your child at home and let us know immediately using [enquiries@wellfieldacademy.org](mailto:enquiries@wellfieldacademy.org)

#### **Tuesday 7<sup>th</sup> September**

All students are expected to attend school in full school uniform (see uniform note below). As there is no requirement to maintain bubbles with separate school entrances, for example, all students are expected to arrive through the school gates by 8.40am at the latest, where they will be directed into the student entrance (next to the boiler house) before waiting in the central area outside of the old gym. This area will be shown to Year 7 students on Monday 6<sup>th</sup>. Students will then head directly to tutor rooms following the 8.40am bell. PE kit will not be required on this day although all other equipment will be required.

The day will involve a return to vertical tutoring, a whole school assembly and some reminders of the expectations we celebrate here at Wellfield Academy. We will endeavour to provide students with as much information as possible about the 'normal' day to day running of the school in preparation for the full school timetable beginning on Wednesday 8<sup>th</sup> September.



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### The School Day

A reminder that the times of the school day have changed ever so slightly. The new school day is as follows:

<b>8.40 am</b>	Start of school day, movement to tutor
<b>8.45 am</b>	Personal Tutor Time / Assembly
<b>9.05 am</b>	Lesson 1
<b>10.05 am</b>	Lesson 2
<b>11.05 am</b>	Break
<b>11.25 am</b>	Lesson 3
<b>12.25 pm</b>	Lesson 4
<b>1.25 pm</b>	Lunch
<b>2.00 pm</b>	Lesson 5
<b>3.00 pm</b>	End of School Day

### Breakfast Club

A good start to the day is important for our students so we want to make sure they have an opportunity to eat a healthy breakfast before the learning day begins. All of our students in receipt of free school meals are provided with a breakfast up to the value of £1.65. Breakfast club can be attended by all students and we strongly encourage their attendance. A reminder that breakfast club starts at 8.15am and the canteen will close at 8.35am to ensure food is finished with sufficient time to then move around school to tutor time.

### Uniform

We are aware that the vast majority of parents have been able to successfully source the school uniform for September, including the blazer and tie provided by us as a school. We are, however, aware of some supply issues linked to shipping delays and we have been reassured by our supplier, Monkhouse, that they are working tirelessly to overcome these issues. A separate letter will be sent today to all parents to outline our short-term proposals to some of those issues.

### Staffing Updates

As outlined in our end of year letter in July, we will be welcoming:

- Miss Pennington into our History department,
- Mr Hall in Music,
- Mr Beales in Food (also Head of the Creative Faculty)
- Mrs Fellows in English to cover for Miss Scott who is currently on maternity leave.

We also offer a warm welcome to Mrs Courland, our new Operations Manager, who recently replaced Mrs Barton. Mrs Courland will also be covering aspects of the work done by one of Finance Assistants, Mrs McDonald, who recently left us. We would like to thank Mrs McDonald and Mrs Barton for all of their hard work.



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As we work closely in our Trust of schools, a fantastic career progression opportunity has presented itself for Mr Barnish, our Student Support and Intervention Manager. Although we will still be working closely with Mr Barnish, we will be welcoming Miss Wilson into the team leader role. Miss Wilson will bring vast pastoral experience to our school and she will become a member of our Senior Leadership Team. Miss Wilson will also be joined by Mrs Donegan who will be adding further capacity and support to the Personal Development Centre (PDC) team in an admin role.

Finally, Miss O'Neill, Assistant Headteacher for Progress & Intervention, is currently enjoying her maternity leave and has made the decision to resign from her post to continue to make the most of family life. Mrs Livesley, who has undertaken the role since January and has already added significant strength and experience to the school, will now join us permanently.

### **Further Important Dates**

In addition to the information provided above regarding your child's first two days at Wellfield, below are some dates you may wish to add to your diaries:

- **Wednesday 8<sup>th</sup> September:** SLT Welcome Evening (see below for more information)
- **Thursday 23<sup>rd</sup> September:** Open Evening (please note that school will close at 12.30pm on this day)
- **Thursday 21<sup>st</sup> October:** Year 7 Tutor Evening

### **SLT Welcome Evenings- Wednesday 8<sup>th</sup> September**

The start of the academic year is an excellent opportunity for us to invite all parents into school to meet with the Senior Leadership Team and for us to provide you with a range of information for the year ahead. There will be a presentation from SLT and an opportunity to ask any questions individually at the end with the times outlined below.

- **Years 7, 8 & 9-** 6.00-6.45pm
- **Years 10 & 11-** 7.00-7.45pm

Parents are more than welcome to attend with students should you wish and you can turn up on the evening although we would prefer, if possible, for you to let us know in advance ([enquiries@wellfieldacademy.org](mailto:enquiries@wellfieldacademy.org)).

We are excited to welcome your son/daughter back into school next week. In the meantime, please do not hesitate to contact us directly at [enquiries@wellfieldacademy.org](mailto:enquiries@wellfieldacademy.org) should you have any additional queries.

Take care and stay safe,

Yours sincerely,

*Mr J Lewis*

Head of School