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Broadfield Academy

Monday 15 November 2021

Dear Parents | Carers,

RE: Re-introduction of full Covid-19 Control Measures at Broadfield Academy

I am writing to inform you about the re-introduction of full Covid-19 control measures as a result of an outbreak of the virus at the school. As you are aware, cases of Covid-19 are rising across the country and our school is currently being affected.

As you are all aware, we had to move all classes to remote learning on Friday 12 November 2021 due to the following reasons:

- A high number of staff and pupils testing positive for Covid-19
- Many staff absent due to displaying symptoms
- Unable to get enough supply teachers to cover
- Unable to effectively and safely run the school

The decision to close is always the last resort and many parties are involved in the process. Mainly, parties that are involved include: Aspire Academies Trust, Broadfield Academy, Public Health, England and The HCC Covid Response Team. As you can imagine, a number of factors must be taken into consideration regarding how we can safely and effectively run the school and keep our community as safe as possible.

In addition, we cannot control when positive test results are communicated. The school receives this communication throughout the day. A decision made at the beginning of the day can change by the end of the day. We cannot control this and are equally as frustrated as you. However, we are doing everything we can and communicating as much as possible via the Parent Reps, admin e-mail and through our Lead Parent Rep. Thank you so much for your support.

The school has effectively followed all Covid-19 control measures as outlined by the DFE and HCC, and this has been regularly monitored by Aspire Academies Trust.

As advised by The Covid Response Team, we will now revert back to full Covid-19 control measures from tomorrow.

Breakfast Club:

We have been advised to pause our breakfast club provision for two full weeks. Breakfast club will resume on **Monday 29 November 2021**.

After-School Sports Clubs

We have been advised to pause all of our after-school sports clubs. They will resume on **Monday 29 November 2021**.

Sports Fixtures / Matches:

We have been advised to pause all non-essential activities. Matches and fixtures will be paused for two full weeks and will resume on **Monday 29 November 2021**.

Jigsaw Hub:

Pupils should enter via the Jigsaw Hub side door next to the Nursery entrance.

Poppy Hub:

Pupils should come to the main school admin office, and they will be collected by a member of the Poppy Hub Team.

Staggered Start & Finish Times:

Staggered start and finish times will continue to ensure children and parents can enter and leave the school premises as safely as possible. Please see below:

Year Group:	Start Time:	Finish Time:
Nursery	8:50	12:00
Reception	8:50	3:10
Year 1	9:00	3:20
Year 2	9:15	3:30
Year 3	8:50	3:10
Year 4	9:00	3:20
Year 5	8:50	3:10
Year 6	9:00	3:20
Jigsaw Hub	9:10	3:20
Poppy Hub	9:10	3:20

One Way System & Gates:

Nursery, Year 1 and Year 2:

Parents and pupils should enter via the Nursery gate and leave the premises via the middle gate. Parents are permitted on the playground as the children are very young.

Year 3 & Year 4:

Y3 & Y4 should use the bottom field gate at the bottom of KS2 playground. Only one parent is permitted to accompany their child.

Year 5 & Year 6:

Pupils should use the forest school gate (top gate on KS2 playground). Parents are not permitted to accompany their child onto the playground.

YOU MUST NOT COME TO SCHOOL OR COLLECT YOUR CHILD EARLIER THAN THEIR STATED START OR FINISH TIME. You will be asked to leave the premises if you arrive early. Do not hang around the playground.

Siblings:

If you have more than one child at the school, you can come to school at the earliest time of the sibling that starts the earliest. You can drop them off and walk the other sibling to their class, e.g. if you have a child in Reception who starts at 8:50 and another child in Year 2 who starts at 9:15, you should come to school at 8:50. Drop the Reception sibling to class and then the Year 2 sibling, who can go into class a bit earlier. They will be supervised by an adult.

Only Year 5 and 6 pupils are permitted to walk to their classrooms on their own. Parents must accompany children to their classrooms in all other year groups. **If you have siblings, you must all enter via the same gate.**

When collecting siblings at the end of the day, parents should collect their children at the latest time of the sibling that finishes the latest. The other sibling will wait in class and be supervised by an adult, e.g. if you have a child in Reception who finishes at 3:10 and another child in Year 2 who finishes at 3:30, you should collect both children at 3:30. The Reception sibling will be waiting in class.

Face Coverings:

We would like all of our parents to wear a facemask at drop-off and home-time collection. It is not statutory. However, we would encourage all of our community to embrace this and follow our protocol.

Adults on Site:

Only one adult is permitted to be on site with their child / children.

Break Time & Lunchtime:

Children will continue to be served lunch in their year group bubbles. This has worked well so far. However, we will further restrict bubbles at break time and lunchtime. We have put extra control measures in place and zoned even more areas on both playgrounds.

Late Arrivals:

If your child is late to school, please follow the usual protocol and report to the school admin office. Your child will be taken to their classroom by a member of the senior leadership or admin team. They will maintain a safe distance as much as possible.

Contact with the School Admin Office:

In order to keep our admin staff as safe as possible, please communicate with them via telephone or e-mail. If you need to see a member of our admin office, please make an appointment and they will call you back.

Absence Related to Covid-19:

Children with general sickness such as a stomach bug or diarrhea should follow the usual 48-hour guidance of non-attendance at school. Cases where children display symptoms associated with Covid-19 should self-isolate for 10 days. If a child becomes unwell at school and displays symptoms associated with Covid-19, they will be placed in isolation and parents will be contacted to collect their child without delay.

Stationery:

Stationery MUST remain in school. Children can bring their own stationery to school. However, once in school, it must remain in the classroom. As much as possible, children will only use their own equipment.

Water Bottles:

Children can bring their water bottles to school. However, they need to go home daily and MUST be washed before bringing them back into class.

PE Kit:

Children will continue come to school in their PE kit on their designated PE days.

Reading Books:

Reading books will be given out on Monday and should be returned to school on Friday. They will be placed in a quarantine box over the weekend and redistributed the following Monday.

Cleaning Regimes:

There will be ongoing cleaning of the school throughout the day. In addition, our cleaners will arrive at the end of the school day to thoroughly clean all areas used by children and staff. To make the cleaning regime more manageable, we will reduce the amount of equipment children can use. Our children will continue to follow excellent hygiene protocols. They will continue to wash their hands or use hand gel regularly throughout the day.

We hope reverting back to full Covid-19 control measures will enable us to keep each other as safe as possible and prevent any further need for remote learning.

Yours sincerely,

Ms Bijal A Shah
Principal