

Bosworth Academy

LiFE Multi-Academy Trust



TO LEARN TO ACHIEVE



Widening Participation Plan

Year 10 / Year 12 & Supervised Childcare

Procedures and Information for Parents and Students

TOGETHER WE ACHIEVE

Contents:

1. Why are schools widening participation?	3
2. How are we preparing for the year 10, 12 alongside our Keyworker groups?	4
3. Minimising risk for all	5
Social Distancing	5
Classrooms	5
Equipment	6
Hygiene	6
Uniform	7
4. Staggered start dates / days of provision	7
5. Dropping off and collecting your child(ren) from school	9
6. School Office	10
7. Break times	10
8. Lunchtime Arrangements	11
9. Teaching and Learning	12
10. What can parents do to help?	12
11. Absence / Illness / First aid	13
12. Reminders:	13
13. Updated Home School Agreement for this period	14

Much of the information in this booklet will not be new. We hope that the information contained in it enables you to feel more confident about our risk steps taken to mitigate risks when sending your child back to school. Please see the letter accompanying this booklet for information about what to do next.

1. Why are schools widening participation?

On 24 May the Prime Minister announced that secondary schools should plan on the basis that from the week commencing 15 June, they can invite year 10 and 12 pupils back into school for some face-to-face support with their teachers, subject to the government's 5 tests being met.

Bosworth Academy will be supporting three groups of students from 15th June 2020:

- 'Key worker children' and vulnerable groups (in place since 'school closures' began).
- Year 10
- Year 12

The purpose of this plan is to reduce the risk of transmission as far as it is practically possible whilst attempting to design a worthwhile provision for limited numbers of children whilst maintaining a high quality of remote learning.

This face-to-face support will supplement the home learning education of year 10 and 12 students, which will remain the predominant mode of education during this term for students.

The government's assessment, based on the latest scientific and medical advice, is that we need to continue to control the numbers attending school to reduce the risk of increasing transmission. Therefore, schools are able to have a quarter of the year 10 and year 12 cohort in school at any one time.

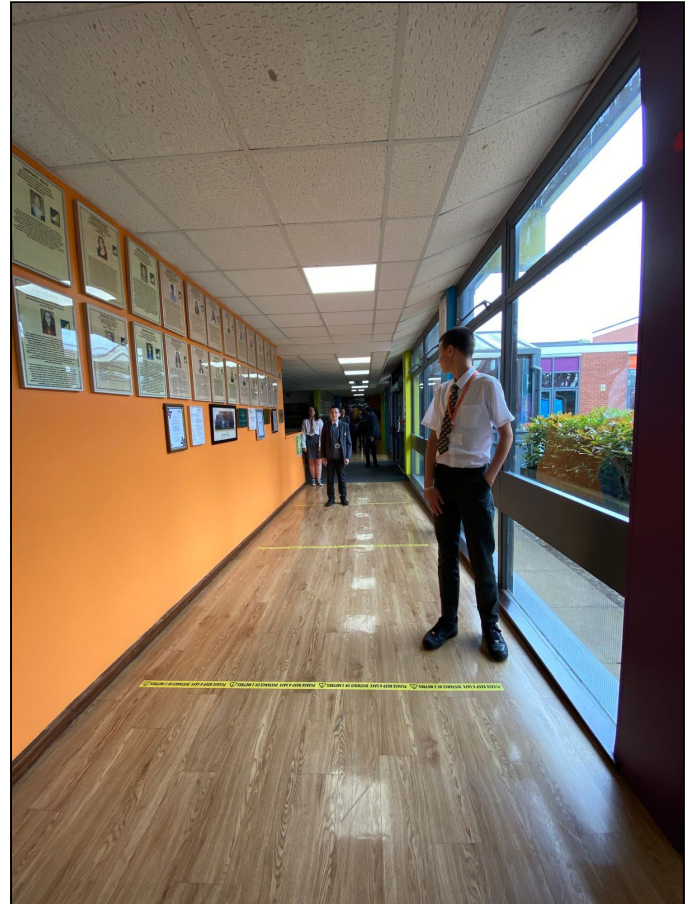
These year groups are prioritised as they are approaching their final examination year.

For more information, please see the below links:

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-secondary-schools>

2. How are we preparing for the year 10, 12 alongside our Keyworker groups?

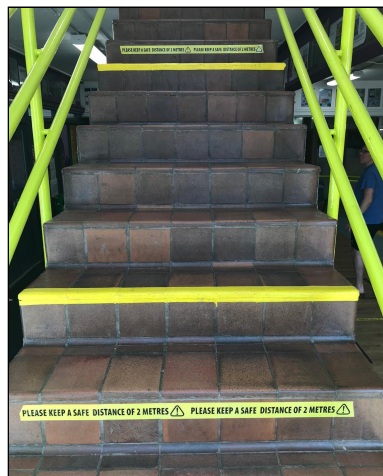
- We have been busily working in school to get a sense of what the new normal will look like for our students when we widen participation.
- We are a large Academy and consequently there are lots of staff to train to operate under very different conditions. We must do this to maximise safety. All staff have been involved in in-situ training so that they can work safely with social distancing and new hygiene protocols in place.
- Our Governing Body and staff have produced a Risk Mitigation Plan to reduce the risk of transmission of coronavirus as far as we believe possible. We have worked with LiFE Multi-Academy Trust to ensure that we follow all guidelines and protocols in our road map of return.
- Although these are unusual circumstances please don't be alarmed. All children who have been in school in the last few months have very quickly picked up this new way of working. Students will be constantly reminded of this and supported to follow the guidance.
- Our school is going to feel very different, and students will observe a lot of changes to corridors, dining hall spaces, corridors, and classrooms etc.
- We thrive as a community because we love and care for each other. We will do our utmost to show students this care in different ways that do not involve close contact.



3. Minimising risk for all

Social Distancing

- To reduce risks, we have had to put certain measures in place for the protection of all.
- Firstly, staff and pupils must adhere to social distancing at all times.
- Bubbles of children have been created with consistent staff.
- When pupils are in school this will be discussed with them and enforced as much as feasibly possible. Handwashing will also be encouraged throughout the day
- Posters will be visible and markers and tape have been placed in certain areas to remind everyone of this new rule.



Classroom 'Bubbles'

- Each group of children and the staff that work with them will be a 'bubble'. Each bubble will have to remain in the allocated classroom for the duration of the day. They cannot mix with the groups of children (bubbles) in the other classrooms.
- Children will be with one teacher in one group in the morning and another teacher in the afternoon. Students will remain in the same room. They may not be with the same teacher or in the classroom they left in March though we are aiming for specialists to be with particular subject sessions.

Classrooms

- In most cases, there will be up to 10 students in a class. We have some classroom spaces that can normally accommodate up to 64 students (e.g. Main Hall). We may use these classrooms with up to 15 students if required. Classrooms have had all unnecessary furniture, equipment and all soft furnishings minimised. Students will sit at desks, where they will be 2 metres apart, all facing the same direction.
- The teachers and LSAs will keep 2m social distance when teaching or supporting.

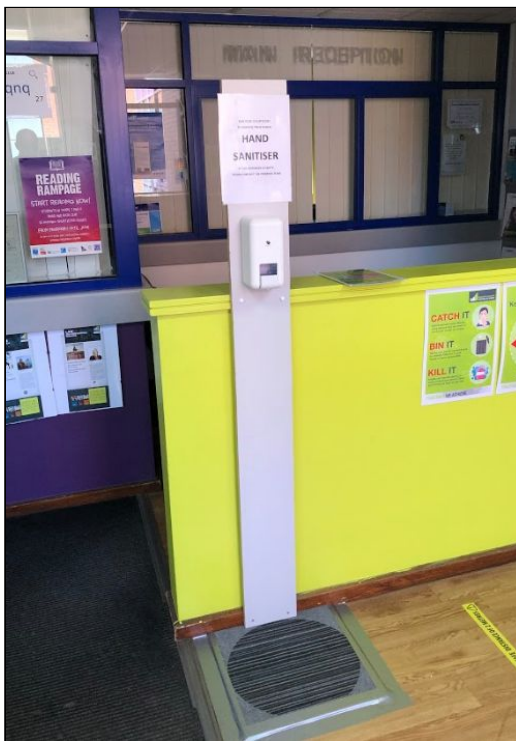


Equipment

- Students must bring in all their equipment, including; **fully charged iPad, pen, pencil, ruler, calculator**, and not share it with other students.
- Any work must be kept in the students' bags as the teacher will not collect work in. (Teachers will look at student work during learning sessions).
- Students should bring in their class books to use in school - if they have them.

Hygiene

- Please ensure pupils are encouraged to wash their hands or use hand sanitiser before coming to school. This will help reduce the spread of germs.
- Regular hand washing will be essential and this will be carried out routinely with soap and water and/or hand sanitiser. This will be built in throughout the day. Students will have set times for the toilet which will be cleaned by the 'bubble' staff after they have been used.
- A limited number of students will be allowed to use the toilet at a time; toilet times will be frequently supervised.
- All classrooms have cleaning equipment and classrooms will be cleaned throughout the day. Bins with pop-up lids are available in all classrooms so that lids do not need to be touched. The classroom will be cleaned thoroughly at the end of every day too.



Uniform

- It is essential that all pupils come to school in daily clean uniform for Years 7-10, and in dress code for Year 12.
- Students in Year 7-10 must wear their uniform; shirt, sweater (Year 7&8), tie and trousers - blazers (Yr9&10) may be left at home.
- If you have any problems with uniform, please ring or email the school office.
- Students who are not in the correct uniform will be loaned clean items.

4. Staggered start dates / days of provision

- We strongly urge students in Year 10 and 12 to take up places offered for face-to-face and have worked hard to mitigate risk as much as possible.
- We find the concept of children being out of school intolerable. We know that children flourish and thrive in an educational setting. We will advise you of dates when your child can start. We are planning to widen participation **from** June 15th for those in years 10 and 12.
- If you have a child in years 10 or 12, we will need you to complete our online form so we can understand which students will be in and which ones may require access to our canteen facilities.

Not every child will start on this date and you must wait for confirmation of your child's start date before bringing them to school.

- We plan for each child to come to school at least once per week for some face-to-face contact time.
- All students will be expected to maintain social distancing in lessons and rooms have been clearly marked out to accommodate this. Students will remain in their 'class bubbles' for the entire day.
- Students will be taught in bubble groups and will be in classes of no more than 10 students in our 32 space capacity classrooms and 15 in our 64 capacity space classrooms.
- Breaks and lunches will be strictly monitored by staff to ensure students maintain social distancing rules and we will ensure students remain in their bubble groups.

The following provision is offered: (start dates are provisional)

- **Supervised Childcare Provision (ongoing since March):**
 - **Lessons will be between 08:45 and 3:10**
 - We have remained open to all key worker students since the lockdown in March and will continue to provide support while we are able to.
 - Students work in small bubble groups and will not interact with other students in school.
 - They are provided with an opportunity in the morning to work on their remote learning activities. In the afternoon, we provide enrichment activities to help foster teamwork,



collaboration, critical thinking, and positive mental health.

- **Year 10 (from 15 June):**

- **Lessons will be between 10:00 and 14:30**
- Students will attend school once per week where they will have two two-hour sessions focusing on pastoral support, Maths, English or Science.
- Students will continue to receive remote learning activities through Show My Homework (now Satchel One) and will be expected to work on these tasks when not in school.
- We encourage students to make their own way to school.

- **Year 12 (from 15 June):**

- **Lessons will be between 09:00 and 11:45.**
- Students will be invited on different days for an extended length session in each subject they study. This will likely be over a three week period.
- Face-to-face days will be based on the subjects they study and days will be confirmed.
- Students will continue to receive remote learning tasks through Google Classroom/Email from their teachers.
- We encourage students to make their own way to school.



All classes will be dismissed by a member of the Senior Leadership Team to prevent overcrowding in corridors and exit routes. They will ensure the minimum social distancing rules are applied.

A new one-way system has been put in place to help students remain socially distanced.

Please ensure that attendance remains as consistent as possible as this will aid with teaching and learning. It will also help us maximise the efficiency of staff deployment which is critical in maintaining the smooth operation of the school during this time.

5. Dropping off and collecting your child(ren) from school

- To maintain social distancing and ensure there is not congestion, we will be using staggered start/finish times for the three main groups of students in school
 - o Supervised Childcare Provision - 8:30 - 3:10pm
 - o Year 10 - 10.00am - 2:30pm
 - o Year 12 - 9.00am - 12.00pm

Parents should not enter school or visit reception - appointments should be made in advance.

A member of staff on reception will guide students and deter parents from entering the building.

There will be a Premises officer in front of school to prevent drop off outside reception.

School Bus - Please ensure you have informed the school that you require transport (there is a google form for this)

In terms of face masks please see the government guidance below:

When deciding whether children wear a face covering on school transport, it is also important to remember:

- *school transport is unlike public transport, in that it generally carries the same group of children to and from the same destination each day – this may help reduce the risk of cross infection*
- *children and staff won't be expected to wear face coverings in school*

All drop off and pick up will take place on the BUS PARK. Parents and buses to arrive via the top gate, where buses usually enter. A member of staff will be able to guide parents into the three lanes assigned for cars

- The lane nearest the field will be for the buses
- The three lanes nearest the road will be for cars.
- This leaves one lane to allow traffic to flow through
 - Staff on duty to enforce this.
 - Two members of staff for hand sanitising
 - One member of staff towards the gate directing cars
 - One member of staff on the area just outside Compass Foyer
 - One member of staff inside Compass Foyer (managing of handwashing/sanitiser)
 - Hand sanitiser given to students as they exit the bus/car.
 - Students all enter school and sanitise/wash hands immediately

On arrival Yr 10 students will be directed to the Main Hall (this will be reviewed after the first week), staff on duty will support the flow of students to their allocated row in the main hall (all set-up, pre-marked and 2m apart).

Yr 12 students directed to their classroom which will have been shared in advance. They must **not wander around the building or visit the Oaks**. Post 16 Lessons will be taking place in the Science corridors mainly (roomings to follow)

6. School Office

- If you need to contact the school any queries, please email or telephone in advance. office@bosworthacademy.org.uk
In order to reduce risk we ask that no parents visit reception without a prior appointment. The front of school will be staffed during arrival times and any parents trying to access reception will be turned away without prior appointment.
- Do not bring late pupils to the office as they will not be admitted - call the school in advance if your child will be late so we can make arrangements for their arrival. T: 01455 822 841

7. Break times

- The only group of students having a break-time will be the Supervised Childcare Group. This takes place at 10am (20mins). All students are escorted to the dining area where students are able to sanitise hands, purchase snacks and sit in the allocated areas.
- Year 10 & 12 students will have a 'learning pause' within their classroom. Toilets have been allocated to groups should they be needed.

8. Lunchtime Arrangements

- We have worked hard with kitchen staff and will be offering a hot meal for those who have indicated this on the google form or they have Free School meals.
- We will be using marker tape on the tables to ensure students are socially distancing at lunchtime. There is also tape on the floor clearly marking 2m gaps
- Children who bring a packed lunch from home need to bring one lunch box and it will remain with them in their classroom space until lunchtime. At this time students will be directed to the dining area/main hall
- Wrappers from packed lunches will be put back in lunch boxes by children and taken home.



9. Teaching and Learning

- All classes will have a structured timetable so that students understand the daily routine. We will continue with English, Maths and Science but also will focus on good mental and physical health within a tutor support session.
- The sessions will not be like typical lessons. Teachers will use various methods to gain an understanding of what students know and understand following the closure period and respond accordingly. However marking and 1:1 feedback will be limited due to cross contamination, so much of this will be done with the whole class interactively in various ways.
- Teachers will still provide online learning for those not attending.



10. What can parents do to help?

- We understand that this has been a difficult decision to make and respect all decisions made by our parents/carers.
- As a school we have the best interests of all at heart and want to provide the best for all parties in a safe manner. Please bear with us as we also adjust to these new measures.
- To help and support us working in this new way please could you discuss these procedures with your children. Although some of these new ways of working will seem very strange please reassure pupils that they will pick these up very quickly. On the first day back to school procedures will be explained and discussed with students.
- As stated above please help us stop the spreading of germs by ensuring students come to school in clean, fresh clothes and bring all equipment required.
- At the back of this booklet is a new home/school agreement. By sending your child to school you & your child are agreeing to abide by this. Please talk this through with your child.
- We recognise that new behaviours need to be taught and not told but if we have any issues and find that some students cannot carry out these safety measures, you will be contacted to support us with this.
- If you have any queries or concerns please don't hesitate to give us an email or telephone call and we will be happy to discuss. Email office@bosworthacademy.org.uk or your Head of Year 10 jmannings@bosworthacademy.org.uk and ctallis@bosworthacademy.org.uk. Head of Year 12 mlover@bosworthacademy.org.uk and lholdback@bosworthacademy.org.uk

11. Absence / Illness / First aid

- Please follow normal school procedures to report any illness. Telephone our attendance office on 01455 822841 extension 301 as soon as possible. If your child or anyone in the household becomes ill with any Covid – 19 symptoms; persistent cough, high temperature etc. please do not send them to school.
- In the event of any Covid 19 symptom Inform the attendance office and then your household is required to isolate for at least 7 days, or for 14 days if anyone else in the household shows Covid 19 symptoms. You will be asked to get your child a test and if this is positive we will isolate the learning bubble the student was taught in for 14 days
- If any student becomes ill in school normal procedures will take place. If any Covid-19 symptoms are shown your child will be removed from their learning bubble and quarantined until they are collected. Please ensure that we have up to date contact details in order to ensure students are collected promptly.
- In the event of an accident requiring first aid, this will be carried out by identified and qualified first aid staff using appropriate PPE. Normal school procedures with regard to accidents will take place and parents/carers will be contacted if necessary.
- If you need any further information with regard to attendance procedures please contact your child's Year Head or telephone our attendance office (01455 822841 ext 301).

12. Reminders:

- Bring in a packed lunch if you do not receive FSM or you have not asked for a school lunch using the form
- Bring in any medication you may need like your asthma inhaler
- Read the home school agreement - we assume all parents accept this agreement when sending their child into school.
- Remember the new rules.
- Complete the online booking form
- Wait for confirmation of your allocated days and start and finish time

13. Updated Home School Agreement for this period

School	Parent By sending my child to school I agree to the following.	Student By coming to school I agree to the following.
To understand that this is an unprecedented, difficult situation and to treat parents and students with kindness and consideration	To understand that this is an unprecedented, difficult situation and to treat academy staff with kindness and consideration	To understand that this is an unprecedented, difficult situation and to treat each other and staff with kindness and consideration.
To maintain a calm and safe working environment in line with Health and Safety regulations	Encourage and support my child and their teachers whenever possible	To respect other students and not interfere with their learning
Provide an environment which has been risk assessed in accordance with government guidance.	Understand that I cannot enter the school building without prior arrangement	To follow the amended behaviour policy and classroom rules
Adhere to social distancing rules wherever possible and ensure others do the same	To not bring in a child if they show Covid 19 symptoms or anyone in your household does. To isolate for 14 days, arrange a test and share the results with the school.	Adhere to social distancing rules wherever possible and ensure others do the same
Follow the amended behaviour policy consistently and clearly.	To collect my child immediately if they or another child or adult in their learning bubble tests positive for Covid 19.	To only mix with other students from your learning bubble.
Give regular reminders to students about how school is different at the minute	Ensure your child wears school uniform as much as is possible and has clean clothes daily	Follow hygiene rules. Ensure you wash your hands regularly for at least 20 seconds.
To plan and deliver an appropriately resourced curriculum.	Ensure your child is punctual for school and attends at the correct times.	Follow good respiratory hygiene, coughing or sneezing into your elbow or a tissue, which is immediately thrown into the bin.
To consistently follow all school policies.	Support the School's Behaviour Management Policy	To tell an adult immediately if you feel unwell.
To recognise, reward and promote students' abilities and achievements.	Inform the School promptly on matters of my child's welfare Talk to your child about the importance of developing good hygiene habits and in following hygiene rules in the school.	To work to their best ability and follow Bosworth's expectations
To regularly remind students about good hygiene and following the school's hygiene rules	Raise matters of concern as soon as possible with appropriate staff.	To follow all expectations and instructions given you any adult and understand that if you don't you may not be allowed into school until you are able to behave safely.
To meet professional standards.	Inform the School promptly on matters of my child's welfare	To look after personal and school property.
	Take note and act on communications from the School	To accept the consequences when behaviour falls short of expectations
Signed on behalf of Bosworth Academy Date _____	Parent/Carer Date _____	Student Date _____

We look forward to seeing you very soon