

Bosworth Academy

LiFE Multi-Academy Trust



TO LEARN TO ACHIEVE



FULL OPENING PLAN

ALL Students - Year 7 to Year 13

Procedures and Information for Parents and Students

TOGETHER WE ACHIEVE

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1. Welcoming all students back to Bosworth Academy

It is the government's plan that all children and young people, in all year groups, will return to school and college full time from the beginning of the autumn term. Bosworth Academy has worked hard to ensure that this return is as safe as is possible.

The prevalence of coronavirus (COVID-19) has decreased since schools and colleges restricted their opening to most pupils in March, the NHS Test and Trace system is up and running and we understand more about the measures that need to be in place to create safer environments in schools. As a result, the government has asked schools and colleges to plan for all children and young people to return from the start of the new academic year.

The scientific evidence shows that coronavirus (COVID-19) presents a much lower risk to children than adults of becoming severely ill, and there is no evidence that children transmit the disease any more than adults. Of course, there will still be risks while coronavirus (COVID-19) remains in the community, and that is why schools are asked to put in place a range of protective measures.

In order to effectively manage the risks that remain, things will be a bit different when children and young people return to school for the new academic year.

This guidance sets out some of the changes and protective measures Bosworth Academy has put in place and what parents, carers, children and young people will need to do to help ensure school is as safe as possible for everyone.

The #backtoschoolsafely Government campaign (Launched on 17/08/2020) will emphasise the work schools have done to ensure safe environments.

<https://www.gov.uk/government/news/government-campaign-launches-to-get-children-back-to-school-safely>

2. School attendance

In March when the coronavirus (COVID-19) outbreak was increasing, we made clear no parent would be penalised or sanctioned for their child's non-attendance at school.

Now the circumstances have changed and it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development. Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Pupils who are shielding or self-isolating

We now know much more about coronavirus (COVID-19) and so in future there will be far fewer children and young people advised to shield whenever community transmission rates are high. Therefore, the majority of pupils will be able to return to school. You should note however that:

- a small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19)
- Shielding dates for clinically extremely vulnerable staff and students;
 - Leicester City Shielding date - 7th September -
<https://www.leicester.gov.uk/your-council/coronavirus/coronavirus-shielding-advice/#:~:text=Advice%20in%20Leicester&text=Due%20to%20levels%20of%20coronavirus,nationally%20or%20in%20nearby%20areas.>
 - Leicestershire Shielding date - 24th August -
<https://www.leicestershire.gov.uk/coronavirus-covid-19/how-you-can-help/shielding>
- if rates of the disease rise in local areas, children (or family members) from that area, and that area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent (see below).
- some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school in September (usually at their next planned clinical appointment). You can find more advice from the Royal College of Paediatrics and Child Health.

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we expect schools to be able to immediately offer them access to remote education. Schools should monitor engagement with this activity.

Where children do not attend school as parents are following clinical and/or public health advice, absence will not be penalised. However, as above, students will be expected to engage with remote education

Pupils and families who are anxious about return to school

All pupils must attend school. Schools should bear in mind the potential concerns of pupils, parents and households who may be reluctant or anxious about returning and put the right support in place to address this. This may include pupils who have themselves been shielding previously but have been advised that this is no longer necessary, those living in households where someone is clinically vulnerable, or those concerned about the comparatively increased risk from coronavirus (COVID-19), including those from Black, Asian and Minority Ethnic (BAME) backgrounds or who have certain conditions such as obesity and diabetes.

If parents of pupils with significant risk factors are concerned, we recommend contact is made with the school to discuss their concerns and provide reassurance of the measures they are putting in place to reduce the risk in school.

Non-attendance will be followed up in the normal way, please see our Attendance Policy for more details.

Risk Assessments (Students)

Where there are concerns with

- The 'clinically extremely vulnerable'
- Those self-isolating with someone who is clinically extremely vulnerable

A Risk Assessment will be completed (This is the same for all students with an EHCP) These will be completed by MLT, The SEN Team and the Attendance Team. Previous info from the summer term will be used
The school will follow the advice of PHE and the DfE, for e.g. having asthma doesn't necessarily mean the advice is to shield.

3. Minimising risk for all

Social Distancing

To reduce risks, we have had to put certain measures in place for the protection of all.

Students within the same year group do not need to practice social distancing however they should take sensible precautions to avoid unnecessary risk to themselves or others. This includes staying socially distant to other students and staff when possible.

Current guidelines state that COVID-19 affects young people differently compared to adults. Children are at extremely low risk of becoming ill from the virus themselves.

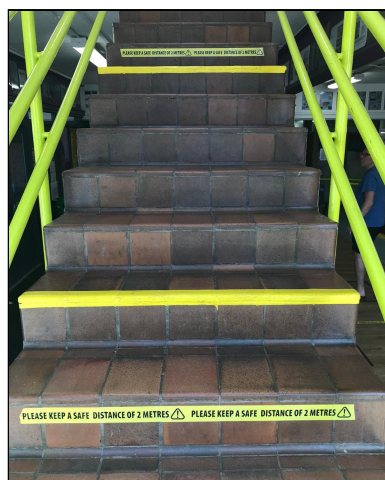
Staff will need to continue to remain socially distant from both students and other adults. We ask that students respect this and avoid close contact with staff as much as possible.

Where possible, we have limited the amount of movement around the site and created year group bubbles which will be enforced during breaks and lunches.

Our expectations in school will be discussed with our students regularly and enforced as much as feasibly possible.

Handwashing will 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.



We have implemented a strict one-way-system in our school to help manage the flow of students. Guidelines state that the risk of transmission from walking past someone is extremely low.

Classroom and year group 'Bubbles'

- Years 7 and 8 will be taught in tutor group bubbles with the exception of our Art, Design and Technology lessons which are taught in smaller mixed groups for health and safety reasons.
- GCSE (years 9 to 11) and A-Level classes (years 12-13), by their nature, are taught in mixed groups. We will be keeping accurate seating plan information every lesson so we can monitor and track any potential outbreaks as quickly as possible.
- Classrooms have been rearranged to follow government guidelines. This includes facing all students forward in rows and providing enough physical space for the teacher to deliver lessons safely.
- There will be an expectation that students maintain a hygienic working environment to ensure everyone's safety.

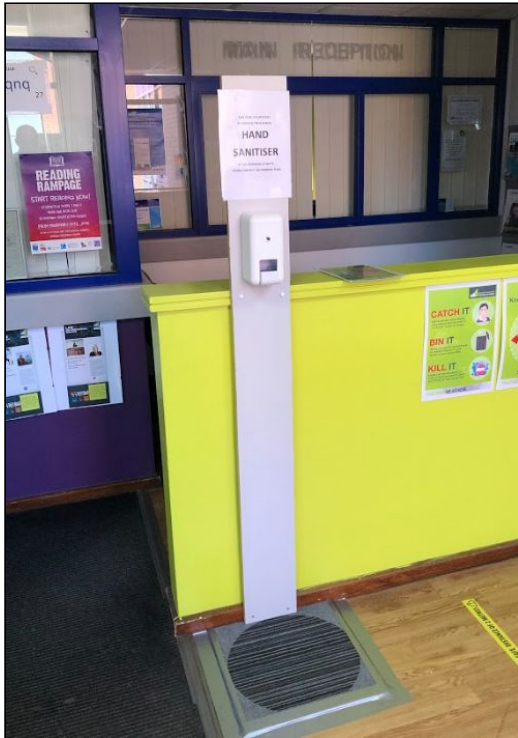
Breaks and Lunches

- We have redesigned our timetable to accommodate six different breaks and lunches across the day. This will allow the school to maintain workable year group bubbles.
- Students will have one 30 minute break and one 30 minute lunch break.
- Students will be expected to be located in one of two different locations depending on whether they are on break or lunch. These locations are on opposite sides of the school site.
- Staff will be on duty to ensure students behave in a sensible and respectable manner in and around school so that they do not:
 - Mix with other year groups
 - Disturb lessons around school

Hygiene

- Please ensure that anyone who has coronavirus (COVID-19) symptoms, or has someone in their household who does, does not attend school - this means if your child, or someone in your household, has symptoms you should not send them to school.
- Engage with the NHS Test and Trace process so that cases can be identified and action taken - this means if your child develops symptoms, you should arrange for them to [get a test](#) and you should inform Bosworth Academy of the results of that test.
- Your child may be asked to self-isolate for 14 days if they have been in close, face-to-face contact with someone who has tested positive for the virus
- 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, as they arrive at school and as they enter and leave classrooms.
- Students will have set times for the toilet which will be cleaned by the site team 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.
- Please remind your child about ensuring good respiratory hygiene, by promoting the 'catch it, bin it, kill it' approach, this will be displayed on posters around Bosworth Academy
- There will be enhanced cleaning around the academy, including regular cleaning of frequently touched surfaces



Face Masks

Public Health England does not (based on current evidence) recommend the use of face coverings in schools. This evidence will be kept under review.

Face masks are not required in schools as pupils and staff are mixing in consistent groups, and because misuse may inadvertently increase the risk of transmission. There may also be negative effects on communication and thus education.

Students **may choose** to wear a face mask at break/lunch **if** they are inside the building or when moving between lessons or to lessons if this reassures them as they may be passing students from other 'bubbles'.

Face coverings are required at all times on public transport (for children, over the age of 11) and on our school buses because of mixed 'bubbles' or when attending a hospital as a visitor or outpatient.

If a staff member or student requires to wear a face mask at all times, including in lessons, then they will need to be risk assessed in school for this. The mask should then be worn safely at all times and should be at a standard to protect them from the coronavirus (Type II R).

A list of these students who will wear a face mask at all times will be kept by MLT.

All face masks;

- must be disposed of or washed daily
- must be the type attached behind the ears and not the bandana type
- must be worn properly or students will be directed to remove them and wash their hands
- will be removed to eat or drink and stored safely in a students plastic bag or replaced before putting on again
- students wearing them in lessons must be on a list - so there is no picking and choosing when or where
- must be plain, or simple patterned with no design or offensive logos (school leaders will have the right to determine this).
- must be removed on request by any adult - they must not be used to attempt to conceal the student's identity and therefore must never be worn in combination with a hood

Pupils must be instructed not to touch the front of their face covering during use or when removing it. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom.

Our policy and approach on face masks will be updated and communicated frequently.

4. Transport

Dedicated Transport

Social distancing has significantly changed both the Local Authority and our bus companies approach to dedicated school transport. This guidance sets out a new framework for supporting transport to and from schools from the autumn term.

We are making a distinction between dedicated school transport and wider public transport:

- by dedicated school transport, we mean services that are used only to carry pupils to school. This includes statutory home to school transport, but may also include some existing or new commercial travel routes, where they carry school pupils only
- by public transport services, we mean routes which are also used by the general public

The approach to dedicated transport will align as far as possible with the principles underpinning the system of controls set out in this document and with the approach being adopted for our school.

To ensure ALL pupils are in a position to attend school, Bosworth Academy will run their services as per the 2019/2020 academic year. Details of routes, pick-up points and additional safety measures will be shared with parents through a contract w/b 17th August. This aligns with the approach of all other schools in Leicestershire and the Local Authority.

The 'bubbles' referred to in Government documentation refers to the 'bubble' on the bus NOT the year group bubble. As we have dedicated transport for Bosworth ONLY we have been able to satisfy this requirement.

If there is indeed a confirmed case/a student displays symptoms, we will be able to identify the students at risk on each bus as we will be asking students to choose the same seat each day (where possible).

It is important to consider the additional measures that will be in place:

- use of hand sanitiser upon boarding and/or disembarking
- additional cleaning of vehicles
- organised queuing and boarding where possible
- distancing within vehicles wherever possible
- **the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet**

Clear routines are to be established when queuing at bus stops, embarking and disembarking buses and where to go to. On arrival students will be guided towards their tutor room (see section 5). Staff on duty will monitor social distancing/hand sanitising. This information will be communicated to parents and students before any return to school.

Bosworth Academy will work with bus companies to:

- help train their staff on how to react to silly, not premeditated behaviours
- fill up from back and top of buses
- plan a cleaning programme when using buses
- introduce hand sanitiser as students board the bus
- manage arrival times to ensure the safe disembarkment of students

The bus company where possible will be using buses that have a central door, meaning contact between driver and student will be minimal. Where this is not possible, the drivers will be wearing masks. **STUDENTS WILL NOT NEED THEIR PASS ON THE FIRST DAY; THESE WILL BE HANDED OUT ON THE FIRST DAY BACK (whenever that day maybe).**

Wider public transport

Bosworth Academy encourages parents who are not accessing dedicated school transport, for pupils to walk or cycle to school if at all possible. The school together with the government recognises the challenge but is confident that if all available options are considered by all parties it will be possible to reduce demand and ensure transport is available for those who need it most.

Experience during the 2012 London Olympics showed that it is possible to make a very real difference to travel patterns where there is a concerted effort to do so and where the general public understands the imperative for doing so.

Where families/students are using public transport, they should refer to the [safer travel guidance for passengers](https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers).

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

In summary

- Students to wear a facemask when using public transport
- Ensure they use the Compass Foyer entrance when entering school, this will ensure hands are sanitised.
(See section 5)

Walking

Students walking to school should observe social distancing.

Cars

Sharing of cars will be discouraged, parents MUST inform BA if that is occurring so we can keep students in the same group. Dropping off and collecting your child(ren) from school.

To maintain social distancing and ensure there is not congestion we have extended tutor time in the morning, where tutors will be available from 8:25am. This gives a 20 minute window for students to arrive in school before the official start time of 8:45am. Bus companies have been asked to stagger their arrival time too.

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.

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 lanes assigned for cars

- The lanes nearest the field will be for the buses
- The lane nearest the road will be for cars.
- This one lane will be to allow traffic to flow through
 - Staff on duty to enforce this.
 - Two members of staff for hand sanitising
 - 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 students will be directed to their tutor base for morning registration.

The teaching day finishes at 15:00. Students will need to be dismissed gradually to avoid crowding and mixing bubbles on the bus park. This will be managed by members of SLT/ELT/MLT and other duty staff. Buses will depart at 15:25. The one way system must be observed to ensure everyone's safety.

5. Our Curriculum experience

Curriculum

The government has set out clear expectations on what schools are expected to teach when pupils return in September. **Bosworth Academy will continue to provide an ambitious and broad curriculum in all subjects. We are not reducing our curriculum provision in any way.**

There may need to be changes to how some subjects are delivered - such as PE and music - to ensure they can be delivered as safely as possible.

We are continuing to make plans for the provision of remote education where needed, to ensure that the small number of children and young people that need to be educated at home, for example, due to shielding or self-isolation, are given the support they need to continue learning.

Being prepared for Lessons

Students must bring in a range of equipment each day as well as exercise books etc.

- Pen/Pencil
- iPad
- Purple Pen
- Pink/Green Highlighter
- Calculator
- Bottle of water (or two)

Students not bringing in the correct equipment will need to buy some more and be sanctioned in accordance with the new policy. Teachers can give out paper and pens but cannot take them back in. Textbooks used by one group will be sanitised for 48 hours before being used by another and teachers will indicate this with dated stickers.

Ipads are obviously invaluable here and we encourage you to promote the charging and use of these at ALL times! Students should not be sharing any equipment with each-other.

Assessment and exams

We recognise that children and young people will have missed a critical period of their learning due to lockdown in the 2019 to 2020 academic year. It is vital that we better understand the impact of coronavirus (COVID-19) on children nationally and can give support to schools that need it the most.

For those pupils going into year 11 and year 13 from September, the government is planning that GCSEs and A-levels will take place in summer 2021, with some adaptations, including to help pupils catch up.

6. What else you need to know?

Behaviour

We must bear in mind students may have partially or entirely lost the habits that enable them to flourish as learners and members of our community. We must also remember that students will have to observe higher standards of hygiene than ever before. Students will experience a different approach to behaviour and our expectations due to the increased importance of keeping everyone safe. It will be necessary to be patient but relentless in educating our students in our new procedures and rules.

Both students and parents must expect an increase in the level of sanction for some behaviours. This will be outlined in an addendum to the Behaviour Policy and is a direct result of the restrictions caused by COVID-19

See Home School Agreement below for more information

Uniform

Students are expected to continue to wear school uniforms as usual, including a blazer (for KS4 students). This means that students have a clearly defined set of clothes that can be changed on students returning home. Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

Students are expected to wear their lanyards which hold their ID card at all times. ID cards should face forward clearly showing the student's name and face.

Students not wearing ties or who are dressed inappropriately will be picked up by tutors in tutor time at the start of the day.

For those PP or Ever6 students we are providing a financial package to support the purchasing of uniform. We are also attempting to build up our stock of uniform items by asking for old uniforms from parents.

School food

We expect that our kitchen will be fully open from the start of the autumn term and normal legal requirements will apply about provision of food to all pupils who want it, including for those eligible for benefits-related free school meals or universal infant free school meals.

Our school kitchen will continue to operate, and will comply with the [guidance for food businesses on coronavirus \(COVID-19\)](#).

The canteen is prepared to serve Hot Food for all six lunch break slots. Only students allocated to the canteen slot will be allowed into the Canteen.

The canteen will be cleaned in between each lunch sitting

School trips

In the autumn term, Bosworth Academy will resume educational day trips, in line with the latest public health guidance and wider guidance for schools on the actions they can take to reduce risks.

Extra-curricular activities

We want to provide as many opportunities as possible for co-curricular activities to take place within safe parameters. Such provision will help ensure pupils have opportunities to re-engage with their peers and with the school, ensure vulnerable children have a healthy breakfast and are ready to focus on their lessons, provide enrichment activities, and also support working parents..

Process in the event of outbreaks

Where an outbreak in our school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will first focus on the person's class, followed by their year group, the bus they travel on and then the whole school, if necessary.

If our local area sees a spike in infection rates that is resulting in localised community spread, decisions will be made on what measures to implement to help contain the spread. The government will be involved in decisions and will support us.

In all cases, where groups of pupils need to self-isolate or where a larger restriction of attendance at school is needed, your child's education WILL continue remotely.

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 and understand that repeated poor behaviour or serious behaviour incidents may result in a fixed term exclusion being applied.
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. To understand that failure to adhere to rules about unhygienic behaviour will be treated very seriously.
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 by 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

In the current situation any serious behaviour incidents or instances of poor behaviour may result in students being subject to a fixed term exclusion. The increased demands on space and staffing in the academy because of the situation mean that we are unable to offer our 12 - 4 provision and internal exclusion as we have in the past.

It will also mean that behaviours that may not have been considered of the highest level previously will now be treated as serious incidents. Examples of this are behaviours such as play fighting or students being subject to repeated on calls.

We look forward to seeing you very soon

