



26th August 2020

Dear Parent/Carer

RE: Start of Term Procedures

We are delighted to be able to welcome students back to school at The Grange Academy in September. There have been many changes and adaptations to the school since March and we wanted to share with you the key procedures to ensure that parents and students are fully prepared and that they feel safe, confident, informed and ready to return.

Attendance - Students will be expected to attend for their first day of the new academic year on the following dates and times and should make their way to their new Year Group entrances:

Year Group	First Day Back to School	Time of Arrival	Entrance
7	Monday 7th September	8.30am	Front Main Doors
8	Wednesday 9th September	8.30am	Arena Doors
9	Thursday 10th September	8.30am	End of Maths Corridor
10	Wednesday 9th September	8.55am	Behind Library
11	Tuesday 8th September	8.55am	End of Art Corridor
12	Monday 7th September	8.55am	Grand Hall
13	Tuesday 8th September	8.55am	Grand Hall

On a day-to-day basis, there will be no access to the school prior to the times above. In wet conditions, a Year Group area will be provided to ensure that students do not get wet, but students will still be required to enter via their Year Group entrance.

Uniform - Students should arrive at school dressed appropriately, equipped and ready to learn. We recommend that Parents and students read the Uniform & Equipment Guidance, which can be found on the school website.

Students attending school on a day when they have a practical PE lesson should attend in PE Kit only. They will not be required to bring or wear blazers or school shoes on these days but they should still have their Academy bag.

Face Covering - UPDATE

Along with our uniform policy, all students will be expected to attend school with their own personal Face Covering. They may be of the disposable variety or the reusable kind, but if the latter they will need to be washed at home at the end of each day. They are required to be worn on all public transport and at specified times around the school building. e.g. in corridors when transitioning between lessons or in dining areas. Face coverings are NOT to be worn in classrooms.

Safety - a full The Grange Academy Risk Assessment has been completed to ensure that the school meets the regulations and guidance from the Government with relation to Covid-19. Parents and students need to be aware of the following adaptations and recommendations to ensure the safety of your child is paramount:

Travel to and from school - we are encouraging as many students as possible to walk or cycle to school. If you are travelling by car please be aware that the space to drop off and pick up at the school is limited. There will be no access to the school grounds for parents/carers who are on foot and have bought their child to school. If your child has to use local transport please read the official guidance at www.intalink.org.uk/safeschooltransport

For those who catch a train to Bushey station and then a bus from the station to the school we would advise walking to and from the station.

Students should avoid, where possible, travelling to and from school with students from other Year Groups (unless siblings) and should not be in groups of more than four. They are reminded that after school they are expected to travel straight home and not loiter in the local community.

Social Distancing and Hygiene - in order to ensure that students mix with the least number of people throughout the day the following plans are in place:

- a) Students will only be taught and spend their break and lunch periods in Year Group Zones and Bubbles. This will include specific toileting areas.
- b) Enhanced hand cleaning will be in place including sanitation stations for when the students enter the building.
- c) Seating in classrooms has been rearranged ensuring all desks face forwards and the teacher has space at the front.
- d) Stationery and frequently used items will be available to avoid students sharing.
- e) 'Catch it, kill it, bin it' will be in place.
- f) Enhanced cleaning will be in place across the school.
- g) Dining areas and times and playground spaces have been reconfigured to ensure that students have adequate areas to maintain social distancing whilst socializing.
- h) Clear protocols are in practice to ensure that students who have COVID-19 symptoms, or who have someone in their household who does, do not attend school.

Catering and Healthy Food - there will be no provision for students to buy food or drink before school or at break. It is therefore essential that students have breakfast at home and bring adequate healthy snacks and drinks. At lunch there will be a limited menu but this will cater for all dietary needs. Please note that students are not allowed to bring energy or fizzy drinks to schools or large bags of crisps or confectionery.

Curriculum and Timetable - we will continue to offer a broad and ambitious curriculum and we intend to keep the planned curriculum offer. Students will stay in their 'zone' unless they need to access a specialist teaching area (e.g. PE).

The school will continue to reward students who go above and beyond in the classroom, around school and in the local community. We will also continue with detentions and our Internal Exclusion room. You are encouraged to read through [The Grange Academy Behaviour Policy](#) which is on the school website prior to the start of the new academic year.

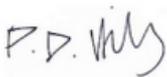
Structure of the day (LMP = Lower Market Place, UMP = Upper Market Place)

	0830	0855	0945		1050	1140			1310	1400	1450	1515
	Tutor Time (T)	P1 (50 min lesson)	P2 (65 min in total) 50 min lessons (L), 15 min break (B)		P3 (50 min lesson)	P4 (90 min in total) 60 min lessons (L), 30 min lunch			P5 (50 min lesson)	P6 (50 min lesson)		
Y7	T	L-50 mins	B UMP	L-50 mins	L-50 mins	Lunch UMP	L 60 mins		L-50 mins	L-50 mins	Home	
Y8	T	L-50 mins	L-50 mins B	B UMP	L-50 mins	L-30 mins	Lunch LMP	L-30 mins	L-50 mins	L-50 mins	Home	
Y9	T	L-50 mins	L-50 mins	B LMP	L-50 mins	L 60 mins	Lunch LMP	L-50 mins	L-50 mins	L-50 mins	Home	
Y10		L-50 mins	L-25 mins B LMP	L-25 mins	L-50 mins	L-60 mins	Lunch UMP	L-50 mins	L-50 mins	L-50 mins	T	
Y11		L-50 mins	B LMP	L-50 mins	L-50 mins	Lunch LMP	L 60 mins	L-50 mins	L-50 mins	L-50 mins	T	
PI6		L-50 mins	L-25 mins B UMP	L-25 mins	L-50 mins	L 30 mins	Lunch UMP	L-30 mins	L-50 mins	L-50 mins	T	

Safeguarding - it is essential that your child attends school everyday, especially after missing face-to-face teaching for six months. Not only will students need to catch up with learning, but there are vital social and mental health benefits attached to their attending school. Our pastoral teams and school counsellors will be available from day one to support students and their reintegration as required.

We hope that you enjoy the final days of the summer break and look forward to working with you throughout the 2020-21 academic year.

Yours faithfully



Dr Philip Hills
Principal