

## **Coronavirus Contingency Planning - Information and FAQ's**

You will be aware from national reports that there is a possibility of school closures as the Government moves into the 'delay phase' of the virus management strategy.

We have compiled a list of both information and FAQs for parents to help keep you informed of the any academy decisions, actions and preparations.

### **Will the Academy be closing?**

This is an entirely unprecedented situation and we are following official advice from the government and the NHS. This advice is being added to on a daily basis and we are monitoring and responding to that as it is published. This official advice will underpin all the actions we take. Currently the academy remains open.

It is possible that for a period of time, the school will be open but a higher than normal number of staff may be absent. Whilst the government is "relaxing" the law regarding maximum class size, in reality this has no practical meaning for secondary schools. Rooms have a maximum capacity and students are taught by subject specialists. If high staff absence does become the case, we will do everything we can to remain open, but we will prioritise our exam classes and we reserve the right to open partially for certain year groups. However, this would be a last resort.

Whilst I appreciate that there will be a wide range of different views about how we should be responding and what action should be taken, I hope you will appreciate that I am duty bound to follow the official advice from government.

### **What action has the Academy taken?**

The Academy is closely following the advice on precautions to be taken from Public Health England and the government. To date we have

- Shared information in all public areas
- Implemented an hourly cleaning regime of all contact hotspots.
- Shared information with students and staff on the effective methods of preventing transmission

## **What will happen if the Academy closes?**

Clearly, the closure of schools will present challenges for schools as they endeavour to support pupils as best they can through remote access to online materials. We have a plan in place that will help to deliver continuity of educational provision throughout any period of school closure whether it is short or prolonged. In establishing our plans we are aware that work-setting arrangements will need to be as manageable and straightforward as possible for the convenience of both pupils and teachers. We have put further detail on the plans on the Academy website.

Our arrangements are:

### **Pupils in Key Stage 3 (Years 7, 8 and 9)**

All pupils in Years 7,8 and 9 have been set a number of pieces of work to complete. This work will be made up of

- Work will be accessed by students through their individual Microsoft teams accounts
- Hard copy packs of work
- Reading tasks
- An extended project

Pupils will be expected to submit work back to their class teacher by the required date. For the extended project, students will be expected to bring this back to the Academy with them.

### **Pupils in Key Stage 4 (Years 10 and 11)**

All pupils in Years 10 and 11 have been set a number of pieces of work to complete. This work has been made up of:

- Work accessed by students through their individual Microsoft teams accounts
- Hard copy packs of work
- Live lesson timetable

**Obviously, students in year 11 are in the middle of the build up to year 11 examinations. The following are already part of a good plan that can be continued**

- Answering examination questions
- Making notes
- Utilising GCSE POD and revision websites
- Completing coursework e.g. Art, BTEC Sport

Should students have queries regarding the work set they should email the teacher who set the work. We will endeavour to respond to any queries within 24 hours but cannot guarantee this due to the unknown spread of the virus. No responses to students will be given post 5pm.

### **What will happen with GCSE exams?**

All of the indications from Ofqual and the Department for Education are that there is no intention to change the scheduling of exams. All pupils nationally have to be advised to prepare 'as normal' and we are all working to this end.

As we get nearer to the exam dates, revision from home will be even more vital. As we hear more from the Department of Education we will update you. If school is forced to close, then Easter revision classes will unfortunately have to be suspended.

### **How are we preparing students?**

To prepare the pupils for the possibility of closure we have organised special assemblies this week to go through online and home learning study arrangements.

A PowerPoint with key information shared in assemblies will be on the Academy website once all assemblies are completed.

We are aware that pupils may not have access to printing facilities, therefore, there will be no expectation for pupils to print work out.

### **What if my child forgets their password?**

Students will be reissued with their passwords when the 'work packs' are issued if there is a school closure. Guidance is also provided on the Academy website.

Online access will be available from computers, tablets and phones so that flexibility is maximised.

### **How can you support home learning?**

We fully appreciate that school closures would bring significant challenges to everyone. Support from parents by checking the completion of work that has been set and helping them to plan a working week would be most helpful (please see suggested timetable on the academy website)

An overview of the work that subjects are setting is available on the Academy website.

We propose that the work set should be enough to allow students to mirror the school day within their own homes ie. 9.00am – 3.40pm

### **How will we communicate with you?**

We will attempt to keep parents informed through text and social media. The Academy will monitor phone calls and e-mails periodically. We will attempt to respond in as short a time as possible within the constraints of the current situation.

When we are clear on a reopening date we will let parents know through the above methods.

### **Where can we get official guidance?**

<https://publichealthmatters.blog.gov.uk/2020/01/23/wuhan-novel-coronavirus-what-you-need-to-know/>

<https://www.gov.uk/coronavirus>

<https://www.gov.uk/government/publications/guidance-to-educationalsettings-about-covid-19>

[www.gov.uk/government/publications/coronavirus-action-plan](http://www.gov.uk/government/publications/coronavirus-action-plan)

**As I stated at the outset, there has been no communication to schools suggesting that school closures will happen.**

The priority in this situation is the health and well being of all and beyond this we will do all we can to provide educational support to our pupils. I appreciate parents concerns and thank you for your support in the current challenging circumstances.

Yours sincerely

A.O'Brien

Executive principal