



Biscovey Academy

Head of School: Mr J Tyers

Dear parents/carers,

I'd like to start by introducing myself, I am Josh Tyers and as of September I will be the new Head of School for Biscovey Junior School. Over the up and coming days you will see a small video introducing myself, so keep an eye out for this. I think it is fair to say that sending out such a letter as this as my first means of communication with parents isn't the most 'normal' way of introducing myself to a new school. However, we continue to play the hand we are dealt and what I hope comes across within this document is that we have done everything we possibly can to ensure your child/children return to a safe and secure environment.

Over the past few weeks, as I have started to transition from my previous school to Biscovey, I have heard wonderful things about the staff, the pupils and the community and I am very much looking forward to working alongside you all in the new 'normal'.

Drop off and collection arrangements from September 2020:

<u>Class:</u>	<u>Arrival Time</u>	<u>Where?</u>	<u>Departure Time</u>	<u>Where?</u>
Year 3	8:40am (Register 8:45)	Steps by car park	14:55- 15:05	Steps by car park
Year 4	8:50am (Register 8:55)	Steps by car park	15:10-15:20	Steps by car park
Year 5	8:40am (Register 8:45)	Fire exit beside Class 10	14:55- 15:05	Fire exit beside Class 10
Year 6	8:50am (Register 8:55)	Fire exit beside Class 10	15:10-15:20	Fire exit beside Class 10

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





Biscovey Academy

Head of School: Mr J Tyers



***Please note that:**

- One-way systems must be strictly adhered to.
- Social distancing needs to be followed whilst moving around the site.
- Only one parent must drop off/ collect their child.
- Parents and children must not congregate at any time.
- For collection, the gates will be open at 14:55. Parents are asked not to arrive before 14:55 as this would result in congestion.
- To support the safe environment, parents must adhere to the collection and drop off times

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





Biscovey Academy

Head of School: Mr J Tyers

Who will return?

All children are expected to return in September.

Attendance:

From September, attendance is compulsory. It is vital for all children to return to school to minimise, as far as possible, the long-term impact of the pandemic on children's education, well-being and wider development.

Risk Assessment:

Our school's extensive risk assessments will be updated appropriately considering any issues identified and changes in public health advice. These will also take in to account our unique circumstances. The school's safeguarding protocols will be reviewed accordingly.

Hygiene:

Within the school, everyone will adhere to a robust hand hygiene routine, which will include regular hand washing and hand sanitizing. Good ventilation will be promoted throughout the school. All staff will be promoting a "Catch it, Bin it, Kill it" approach. Each classroom will be allocated handwash and strict handwashing timetable followed.

Cleaning schedule:

We will have enhanced cleaning arrangements throughout the school. This will include a lunchtime wipe down in class. Each bubble will have its own anti-viral spray, hand sanitizer and cleaning wipes. Children's water bottles will be labelled and sensory toys to be cleaned daily in Milton.

Trace and Track:

The school is actively engaged with the NHS's Track and Trace protocols. Should any parent, child or staff member display any symptoms of COVID-19, we expect them to book a test. Tests can be booked through the NHS's testing and tracing website. Parents should inform the school of test results immediately. Should test results be negative and the person feels well with no symptoms similar to COVID-19, they can stop self-isolating. Other members of the household can stop isolating too. If someone tests positive, they should follow the government's 'Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





Biscovey Academy

Head of School: Mr J Tyers

isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of smell/taste. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days. Should there be a localised outbreak, we have extensive plans in place to contain any outbreak by following local health protection advice.

Checking children's temperature:

Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19). Therefore, we will not routinely take the temperature of children.

Face masks:

In line with the DfE guidance, no children or staff on the school site, should wear a face mask. Should children arrive wearing face masks, following use of public transport, they will be instructed not to touch the front of their face covering during use or when removing them. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a 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.

Social distancing:

Young children are not expected to social distance within their bubble. Children will be taught and discuss the benefits of social distancing, but we as an organisation appreciate that this will not be possible with the youngest children. We will endeavour to minimise potential for contamination so far as is reasonably practical. Adults will socially distance between themselves and when appropriate, from children.

Wrap around care:

School's Out club will be open to provide wrap around care. This provision will commence on **Monday 14th September** to allow for staff training and relocation. School's Out will operate from the junior site where we can make best use of two rooms and have easy access to playground space.

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





Biscovey Academy

Head of School: Mr J Tyers

Extra-curricular provision:

Initially, there will be no after school clubs for the autumn term.

School based staff and room allocations:

Staff and children will be able to use their classrooms. Children will use the toilets allocated to their year group pods. These will be cleaned more regularly. Children to remain within their year group bubble and not go into other 'bubbles'. The decision was made to have year group bubbles rather than class 'bubbles' to support the logistical operation of running of the school. Children will only mix for specialist teaching such as outlined in the DfE: Guidance for full opening: schools. For example: catch up reading, which will be our RWI phonics and Fresh start provisions.

Lunchtimes:

These will be staggered taking in to account our year group bubble model. Children with packed lunches will eat in their classroom along with children who have school lunches. Hot food will be delivered to each class individually bagged up. This arrangement will be reviewed. Pupils will book their meal with the class teacher as normal.

Breaktime and lunchtime:

Children will play games that encourage distancing and no touch equipment will be made available to the children. All fixed outdoor equipment to be cordoned off as it is not possible to ensure that it can be appropriately cleaned. All 'bubbles' will be allocated a playground and will have staggered break time starts. Tuck will not be available to buy so we encourage all children to bring their own snack.

<u>Year group bubble</u>	<u>Breaktime</u>	<u>Location</u>
Year 3	10:00-10:15	Lower Yard
Year 4	10:25-10:40	Top Yard
Year 5	10:00-10:15	Top Yard
Year 6	10:25-10:40	Lower Yard

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





Biscovey Academy

Head of School: Mr J Tyers

Curriculum:

Following a turbulent and unsettled period of schooling, children and/or parents may be reluctant or anxious about returning in September. Our staff have been supported in providing an emotionally rich curriculum to support children's wellbeing. Initially, a lot of time will be spent ensuring that the children feel safe in school. This will include reminding children of the routines, structure and expectations of being in school. Routine is key for children and helps them to feel safe. For the autumn term, teachers will prioritise the most important missed content which pupils may struggle to pick up again later. Particular focus will be paid towards reading and number, in particular the four operations. Reading with your child each night has huge benefits to your child's learning. It is essential that you support your child with this. *It is our intention that we return to 'normal' in terms of our curriculum offer as soon as possible.* Our curriculum will be informed by the children's gaps in their knowledge.

Behaviour:

In light of the COVID-19 pandemic, we have updated our behaviour policy. This will be communicated clearly to all pupils. These set clear, reasonable and proportionate expectations of pupil behaviour, particularly considering restrictions around the movement within the school and new hygiene rules. Our message of be Ready, be Respectful and be Safe will be communicated and reinforced from the very first day back. We fully acknowledge and appreciate that a return to school for some children will present its challenges and we will do everything we can to rebuild those crucial relationships with trusted members of staff. Therefore, behaviour will be reviewed on a case by case basis with the safety of our children and staff being continually at the forefront.

Homework:

To support children's accelerated progress to catch up for missed learning, it is essential that we work in partnership with parents. Therefore, we will be expecting all homework to be completed. It is expected that children read a minimum of 5 times per week at home.

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





Biscovey Academy

Head of School: Mr J Tyers

Remote learning:

In the event of a partial or full lock down, or where children are well enough to do so, we will provide remote learning. This will take place in the form of either online learning through Google Classroom pages or printed online learning packs will be made available for those unable to print. This will include an English, maths and topic lesson. Staff will provide feedback to work completed online, and paper-based learning when returned to school. Standardised Assessments and Testing (such as 6 SATs) are planned to take place as normal for summer 2021.

Resources:

Each bubble will have their own resources which are cleaned regularly. Children will have their own labelled pen/pencil to use. Following the use of PE equipment, it will be cleaned meticulously before the next group uses it. Children can only bring in essential items into school such as: hat, sun cream, lunch and a coat. If your child walks home by themselves and are required to bring a mobile phone into school. They **must** remain off for the duration of the day and be handed in to teachers to look after and redistribute at the end of the day. All other items must remain at home.

Visitors on site:

Only essential visitors will be allowed to come into the school and will be by appointment only. Visitors will be provided with an information sheet about physical distancing and hygiene. All visitors on site will be logged for track and trace purposes, as well as for evacuation procedures. For the first half term, there will be no volunteers. School office - initially, the school office will be closed for contact in person. Any requirement to speak to a member of the admin team should be done via telephone: 01726 812949 or email hello@biscovey.org.uk

I recognise that this is a long document but wanted to outline everything we have put in place to ensure that our school is a safe place for both children and adults. I appreciate that this is a very uncertain time and hope that this document may help to reduce any anxieties that either you or your child may have.

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





Biscovey Academy

Head of School: Mr J Tyers

Should you have any further questions about any of the above, please do not hesitate to get in touch.

Best wishes. Have a very safe and happy summer break and I look forward to meeting you all in September!

Josh Tyers

Head of School

T: 01726 812949

E: hello@biscovey.org.uk

W: www.biscovey.org.uk

Biscovey Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD

