



Mount Hawke Academy

Head of School: Miss C Biddick

17th July 2020

September 2020 Plans

Dear Parents

Thank you for your patience in waiting for our reopening guidance. As you can see, there is a lot to consider. Please take time to read this information and if you have any questions that haven't been answered, do get in touch and we will do our best to answer them.

All children are expected to return to school in September and attendance becomes compulsory again. We have detailed Risk Assessments and protocols in place to make Mount Hawke Academy as safe as possible, as well as being a place where our children can continue to flourish.

Drop Off and Pick Up Arrangements:

We have to minimise the amount of adults on site, so we will operate staggered drop offs and pick-ups, based on surname. We are also having to change our morning routine as we will no longer have an open playground before school, in line with most schools nowadays.

Our drop off zone for children coming by car will operate as usual and the school buses will run as before. Children who walk or bike to school will need to be dropped off at the wooden gate in Rodda's Road in the morning, where an adult will be on duty. Please help us in making drop off as quick as possible by saying goodbye to your child before you reach the gate so that they are ready to walk up the path into the playground and straight into their classroom, where their teachers will be waiting. There will be other familiar adults in the playground to help the children to their rooms. As soon as the children enter the building, they will wash their hands. We hope to share videos shortly to show this entry into school.

We are very aware that for lots of children it will be their first day in school for a very long time, and most children will be in a new room with new adults. So, on Monday 7th September only, if you feel that your child would benefit from it, one parent or family member may walk your child/ren to their classroom door. If you do this, we would ask that you drop your child at a 2 metre distance from the door and make your way straight out of the field gate, following our end of day one-way system (see map at end). It will not be possible to remain as we cannot have clusters of adults on site.

T: 01209 890230

E: hello@mounthawke.org W: www.mounthawke.org

Mount Hawke Academy, Rodda's Road, Mt Hawke, Truro, Cornwall TR4 8BA

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





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On this day only, the timings will be adjusted to allow for this and are as follows:

Monday 7th September only and only for new Years One to Six – new Mousehole Class parents will receive a separate letter shortly detailing their arrangements:

Timings for Drop Off and Pick Up – based on surname

- **Time A** **A-H:** 08:30-8:40 and 15:00-15:05
- **Time B** **I-P:** 08:40-08:50 and 15:05-15:10
- **Time C** **Q-Z:** 08:50-09:00 and 15:10-15:15

At the end of each day, the one-way system will be in operation. Only one adult per family can collect the children from the classroom door / exit area in the playground and no adults should gather on the school site. Please socially distance while waiting for your child to come out of class, and then make your way straight out of the field gate. It is still so very important for us to know anything that could affect your child's well-being or learning but we will not be able to have our traditional conversations at the classroom door, so for now please email or phone the school office and the teacher will respond as soon as possible.

From Tuesday 8th September

Timings for Drop Off and Pick Up – based on surname

- **Time A** **A-H:** 08:30-8:35 and 15:00-15:05
- **Time B** **I-P:** 08:35-08:40 and 15:05-15:10
- **Time C** **Q-Z:** 08:40-08:45 and 15:10-15:15

For collection, the gate will be open at 14:50. Parents are asked not to arrive before 14:50 to avoid crowding.

Classes and Bubbles – we are very conscious that children are social beings who need to interact and play. Young children are not expected to social distance within their class. From Year One, the children's tables will be in rows in class, but the children will still be able to move around the class. Children will be taught and discuss the benefits of social distancing, but we appreciate that this distancing will not always be possible, particularly 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. To minimise infection chances, children will be in classes that are in larger 'bubbles'. Our four bubbles will be EYFS, Key Stage One, Lower Key Stage Two and Upper Key Stage Two. Our bubbles will have separate zones or times for play and lunch, again to minimise the risk of infection. Children may mix across classes for sessions such as phonics and small group interventions.

Lunches – Aspire Catering will be providing usual school dinners again which can be booked via Parent Pay, or children can bring in a packed lunch. More meal details will follow.

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Hygiene and Cleaning – within school, everyone will adhere to a robust hand hygiene routine, which will include regular hand washing and hand sanitising. Good ventilation will be promoted throughout the school. All staff will be promoting a “Catch it, Bin it, Kill it” approach. We will have enhanced cleaning arrangements throughout the school. In line with schools' current guidance from the Department for Education, no children or staff on the school site should wear a face mask.

Uniform and Equipment – we expect our children to wear our school uniform. On PE days, we would encourage all children to come to school wearing their PE kit. This can now include a school hoodie, available from Keywear (01872 242233). Your child's teacher will let you know which day this is. Water fountains are not in use, so please do send your child in with a labelled water bottle for use in class – only water please. The Free Fruit Scheme will be operating again (for EYFS and KS1 only) but we would also ask you to send your child in with some healthy fruit or vegetable snacks (not crisps, chocolate, etc), particularly in the early days as everyone adjusts to school routines again.

We will spend a lot of time outside too, even in the rain, so please make sure that your child comes with a coat. We will also have windows open, so do make sure they have a sweatshirt or cardigan.

Years Five and Six will be making use of the field during their lunch break to help with bubble distancing, so bringing in a pair of wellies that can remain in school would be a great idea.

Breakfast Club & Playzone - these will be open from 7.45-8.30 and 15.00-17.30. Numbers will be limited to 20 for both provisions and will be for keyworker children only initially. Parents must book in advance for Playzone and/or Breakfast Club. This is to ensure that it is a consistent small group. This will be reviewed regularly. More information to follow.

Clubs – some clubs will be starting up again straight away, but we will not be able to offer brass, football or dance until we get further guidance.

Curriculum - following an 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 well-being, realising that each family's experiences will have been different. We will spend time 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. Teachers will prioritise the most important missed content which children may struggle to pick up again later. Particular focus will be paid towards reading and number, in particular the four operations, and we will still maintain a broad and balanced curriculum. Reading with your child each night has huge benefits to your child's learning and, as ever, we would appreciate you supporting your child with this.

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Celebrations and Behaviour - as usual, our behaviour expectations will be communicated clearly to all our children. Rewards will continue to be primarily through the use of our Reward Tickets, which will now be collected in class, and celebrated each Friday, and our children will continue to be rewarded for specific, positive behaviours. We are looking at ways of continuing with our assemblies in a virtual way and hope to link up all classes each Friday via Teams to present our Celebration and Achievement Certificates while we cannot hold assemblies in the hall.

Homework - we continue to encourage all homework to be completed, including continuing with Spelling Shed, Numbots and TT Rockstars. It is expected that children continue with their love of reading and read regularly at home. Your child's teacher will give you more details about this in September.

Remote Learning - in the event of a partial or full lock down, we will provide remote learning. This will be similar to what has happened this term and take place in the form of either online learning through Tapestry (EYFS), Seesaw (KS1) and Google Classroom (KS2) (should the child have the equipment to do so) or paper-based learning. The learning will be closely linked to the learning that the children would have done in school.

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 should only bring in essential items into school such as: hat, sun cream, lunch and a coat, so no show and tell for a while I'm afraid, but do feel free to email in photos to the office as we still want to value the children's achievements. Please name everything that you send in!

Test and Trace – the school is actively engaged with the NHS's Test and Trace protocols. Should any parent, child or staff member display any symptoms of COVID-19, we would strongly encourage 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-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 will follow local health protection advice at the time.

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Visitors on Site – only essential visitors will be allowed to come in to the school and this will be by appointment only. All visitors on site will be logged for track and trace purposes, as well as for evacuation procedures.

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: 01209 890230 or email using hello@mounthawke.org

I appreciate that this is a very long document, but I hope that its contents help to reduce any anxieties that you or your child may have, and reassures you that we are doing our best to remain COVID secure for the benefit of our whole community. If you look at our Social Media pages for the Summer Term, I hope that you will see that even as we take the care of our children and staff very seriously, we are still able to provide a warm, welcoming and positive learning environment for everyone.

We would also encourage you to complete our Parent to Teacher Transition form for each of your children, giving us an up-to-date picture of your child/ren before their return by clicking on the link below:

[Parent to Teacher Transition Information](#)

I, and the whole Mount Hawke Academy team, thank you so much for your support this year. We hope that you have a wonderful summer and we look forward to welcoming you back on Monday 7th September.

Best wishes

Catherine Biddick

Head of School

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