



Monday 20th July 2020

Dear Parents and Carers,

Oasis Academy Broadoak reopening for all pupils in September

Following my recent letter to you about the government's guidelines for all children to return to school in September, I am writing today to update you on our plans.

As you will be aware, the Government has made it clear that all pupils, in all year groups, are expected to return to school full-time from the beginning of September. You [can read the guidance here](#) by searching for 'DfE guidance parents.'

To ensure that all pupils and staff can return safely, there are a significant number of actions that the Government have asked us to take. We must:

- Minimise the risk of transmission of coronavirus
- Be able to continue teaching and learning in the case of a local outbreak
- Alter how we run the Academy day-to-day to meet the new safety requirements
- Amend our curriculum, behaviour and pastoral support offer in the context of all the new arrangements.

The purpose of this letter is to explain how we intend to meet these expectations. As always, our first priority is the safety and wellbeing of the children, your family and our staff. We will take every precaution, so that we reduce the risk as much as possible and be in a position to finally welcome back all of our pupils.

The arrangements we are putting in place are lengthy to explain. For ease of reference I have attached them to this letter but provided a brief summary of them below together with the details that specifically relate to your child. I have also attached a shortened copy of the Government's latest advice to parents for your reference.

Summary of arrangements

1. With the support of Oasis Community Learning, we have completed an in-depth risk assessment which has been reviewed by the academy's local health and safety committee. This committee will continue to meet weekly until further notice.

2. In order to reduce the risk of transmission across the whole academy each class group will be part of a 'bubble' that will stay together throughout each day, being taught in one classroom and have break and lunchtimes together. This will reduce the number of contacts each pupil has with those in other year groups and reduce the chance of spreading infection.

3. For primary-aged pupils, there is no in-class social distancing required. However, we are implementing a no touching policy from year 1 upwards (no hugging, high fives, hand holding etc.)

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4. Hygiene is an essential part of a safe return, and pupils and staff will be required to wash their hands thoroughly upon arrival at school, before and after eating, and after break times. Hygiene will be everyone's responsibility, including all pupils, to ensure we make the Academy as safe as we possibly can.

As per normal, the Academy will be cleaned every day, and we will be wiping down surfaces and equipment more frequently to reduce transmission of the virus.

Questions and feedback

We completely understand that you will need to feel confident about the arrangements. Please take the time to read the accompanying arrangements document where we explain in more detail how school will work in this 'new normal' environment. If you have any questions or concerns that are not addressed in these documents, please contact us at office@oasisbroadoak.org.

What do I need to know for September?

Year Group	Start time	Finish time	Gates
5 and 6	8.30	2.40	Double gates near to the main office
3 and 4	8.45	2.55	
1 and 2	9.00	3.10	
Nursery and reception	9.15	3.25	Double gates near to the hall/chickens.

If you have more than one child in different year groups, please drop off and pick up at the times for the eldest child.

What do I need to do now?

There is a lot of information here, but I wanted you to have the full detail of what we are doing to make the Academy safe and welcoming for our pupils. While it will be a little different to normal we will of course take the time to ensure all of our pupils understand the changes when we welcome them back, and will provide additional support for any of our young people who are apprehensive having been out of school for such a long time.

Having considered the information in this letter and the FAQs, please let us know if you have any further questions you or your child would like to know by emailing us at office@oasisbroadoak.org.

If you don't have any further questions, we look forward to seeing your child on **Thursday 3rd September**.

Thank you as ever for your patience and understanding during this time, and the support you are providing to your child. We cannot wait to welcome them back in September so that they safely and happily can get back to their studies.

Yours sincerely,



Principal, Oasis Academy Broadoak

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2. More details about our arrangements

1) Attendance

The Government's guidance is clear that pupils are expected to attend school from September following the DfE statutory guidance.

This means that parents have a duty to ensure that their child regularly attends school, and that schools have a responsibility to record attendance and follow up absence.

2) Social Distancing

In addition to the information in my letter, we will have a number of one-way systems in place, and there will be 2m distance tapes in place around the Academy so that pupils can be reminded of the need for distancing wherever possible. There will also be notices reminding students about the need for good respiratory hygiene (catch it/bin it /kill it) and we will ensure ventilation wherever possible.

3) Amended start and end times dependent on year group

Each year group bubble will have a different start and finish time. It is important pupils are dropped off in their allotted time slot to enable social distancing. See table on page 2 of the main letter.

4) Hygiene and cleaning

We will ensure that everyone understands that good hygiene is everyone's responsibility and that everyone is responsible for everyone else's health.

We will maintain intensified cleaning routines with a focus on regularly wiping down door handles and hard surfaces. As per normal, the Academy will be cleaned every day and there will be disinfectant sprays and paper for cleaning purposes in each classroom.

5) Risk assessments

The risk assessment described overleaf has been developed through risk assessment following guidance from the Government and detailed guidelines from the Oasis Community Learning.

The risk assessment will be signed off by the Oasis national leadership team along with myself as Principal and will remain under constant review as we monitor our progress and as the country's situation changes.

6. Getting to and from school

The Government continues to advise that pupils should try to avoid public transport especially at peak times and, where possible, travel to and from the Academy by walking or cycling. We have staggered arrival times with this in mind – see point 3. We know that this will not always be possible, so please let us know any concerns around this.

7 Coming into school - mask procedures

Public Health England does not recommend the use of face coverings in schools.

When pupils arrive at school they will be required to wash their hands immediately. They will then be required to dispose of any temporary face coverings they may have been wearing in

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a covered bin, or place reusable face coverings in a plastic bag which they can pick up later when leaving to go home, and then wash their hands again before heading to their classroom.

Pupils who wear face masks on the way to school must remove them on arrival by using the straps rather than the front of their mask.

We continue to have a stock of PPE within the Academy, including face-masks, disposable gloves, disposable aprons, hand sanitisers and soap, if required.

In light of Government advice, we will no longer be undertaking thermometer testing upon arrival.

8) Water bottles and other equipment

Pupils are required to bring in their own water bottle for their individual use. These must be labelled and can be re-filled during the day.

Pupils should not bring in any unnecessary equipment into school. We will be giving pupils their own pens and pencils to use while they are at school and these will be dedicated for their personal use.

9) No access/no visitors

To help us reduce the risk of infection, we will not be able to receive visitors or parents until further notice. During the day, we ask that parents communicate with us only via the telephone 0161 3303105.

10) Food and packed lunches

We will continue to eat dinners in the classrooms and hot meals will be brought to the children.

Pupils may bring in packed lunches and any rubbish should be taken home each day.

11) Uniform

All pupils will return to full uniform.

12) Behaviour

We will be making some minor amendments to our behaviour policy to reflect our new arrangements. We will publish this on the Academy website's policies page before the beginning of term.

13) Suspected symptoms, a confirmed case, and multiple confirmed cases

We will be following the government's direct guidance on what to do if there a student or staff member has suspected coronavirus symptoms or is confirmed to have the virus. We have provided this guidance at the end of Government Guidance and Frequently Asked Questions section.

14) Breakfast club and after school activities

To start with these services will not be available in the Autumn term. Staggered starts and finishes, as well as protecting bubbles, means this will not be possible.

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3. Government guidance and frequently asked questions

You may have many questions about the Government's approach to reopening schools for everyone. I have copied and summarised some of the [Government's latest advice](#) for parents which I hope will address some your questions. You can read the Government's full advice by searching '*DfE parents guidance.*'

Is it safe to return? The prevalence of coronavirus has decreased since schools restricted their opening to most pupils, 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.

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. There will still be risks while coronavirus (COVID-19) remains in the community, and that is why schools will be asked to put in place a range of protective measures.

More on Public Transport

As I explained overleaf, where possible, children and young people are encouraged to avoid public transport, particularly at peak times, and to walk or cycle to school or college. Where your child relies on public transport to get to school or college, and cannot walk or cycle, the [safer travel guidance for passengers](#) will apply.

Curriculum

The Government has set out expectations on what schools are expected to teach when pupils return in September. Schools will continue to provide an ambitious and broad curriculum in all subjects. There may need to be changes to some subjects - such as PE and other practical subjects - to ensure they can be delivered safely.

Assessment and exams

The Government recognises that young people will have missed a critical period of their learning due to lockdown in the 2019 to 2020 academic year. The government is planning on the basis that statutory primary assessments (for those going into year 6 in September) will take place in summer 2021.

Extra-curricular activities

The Government advises that

- schools will be permitted to run breakfast and after-school activities. They must be delivered in line with the guidance on protective measures, so things may need to run things differently.
- schools can 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.

Suspected symptoms of coronavirus amongst the school community

The Academy will fully engage with the NHS Test and Trace process and contact our local Public Health England health protection team. Parents/carers need to be ready to:

- book a test if you or your child are displaying symptoms. Pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5
- provide details of anyone you have been in close contact with if you or your child test positive for coronavirus or if asked by NHS Test and Trace
- self-isolate if you have been in close contact with someone who develops coronavirus symptoms or someone who tests positive for coronavirus

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Anyone who displays symptoms of coronavirus should get a test. Tests can be booked online through the NHS testing and tracing website. Parents must inform us immediately of the results:

- if you or your child tests negative, and if you or your child feel well and no longer have symptoms similar to coronavirus (COVID-19), you can stop self-isolating.
- if you or your child tests positive, you should follow the 'stay at home: guidance for households with possible or confirmed coronavirus infection' and must continue to self-isolate for at least 7 days from the onset of their symptoms and your child may only return to school if they do not have symptoms other than a cough.

Confirmed case of coronavirus amongst the school community

The Academy will take swift action if we become aware that someone who has attended has tested positive for coronavirus. We will contact the local health protection team that will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate. Based on the advice from the health protection team, we would then send home those pupils who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual

The health protection team will provide definitive advice on who must be sent home, and we will keep a record of pupils and staff in each bubble to help in this instance.

Household members of those contacts who are sent home do not need to self-isolate themselves unless your child who is self-isolating subsequently develops symptoms. If someone in a bubble that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow 'stay at home: guidance for households with possible or confirmed coronavirus infection'. They should get a test, and:

- if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period.
- if the test result is positive, they should inform us immediately, and must isolate for at least 7 days from the onset of their symptoms. Their household should self-isolate for at least 14 days from when the symptomatic person first symptoms had, following 'stay at home: guidance for households with possible or confirmed coronavirus infection'

If we have more than one confirmed case

If the Academy was to experience an outbreak (2 or more confirmed cases of coronavirus among pupils or staff within 14 days, or if there is an increase in pupil or staff absence rates due to

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suspected cases of coronavirus), we will contact our local health protection team. This team will advise any additional action, though the closure of the whole school will generally not be necessary.

Where an outbreak in a 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 focus on the person's class, then their year group, then the whole school, if necessary. If our local area sees a spike in infection rates that is resulting in localised community spread, we may be advised to implement further measures.

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