

Dear Parent or Carer,

RE: September return to school

As you will be aware, Trinity Multi Academy Trust is preparing all its academies for a full return to school at the start of the next term for all pupils. School is a vital element in the development of each child and we are committed to providing education excellence in these challenging times.

I wanted to take this opportunity to outline the planning and work that has gone on over the summer to ensure the safe welcome back for every pupil. My team have worked with our partners in the Local Authorities, Public Health, our suppliers and our staff to ensure your child's safety is at the heart of how we are going to operate each academy. We have conducted risk assessments throughout the pandemic to ensure we could provide education for pupils since 23rd March 2020 and the subsequent wider opening to Early Years, Year 1 and Year 6. Therefore, the measures outlined below will enable safe operating of our academies in the next academic year.

As you will appreciate, each academy is different, as the site and spaces are not uniform nor are the entrances, so we have conducted our risk assessments by academy to ensure we factor in local variations. These risk assessments have identified the risks with opening to all pupils and enabled my team working in conjunction with Public Health advice to put in place measures to minimise the risks. The key measures are:

- If your child or anyone in your household have symptoms, then we require that you do not send your child to school, but inform us, as we can keep a record of what has happened. We would strongly encourage that your child should get tested for the virus and wait for the result, which usually will be communicated to you within 24 hours. It would be helpful if you can inform the academy of the result as this allows us to work with Public Health on our response to any potential impact on others within the school.
- Don't forget if your child tests positive they will need to stay at home for 10 days from the start of symptoms and your household will need to stay at home for 14 days. Similarly, if someone else in the household tests positive, your child will need to stay at home for 14 days (even if they get tested and test negative).
- If a child displays symptoms in school, each academy has set aside a room to isolate them and arrange with their parent/carer their safe collection from school. Noting we would be encouraging that the child gets tested as described above.
- Travelling to school - we are encouraging families who live within two miles of the school, to walk or cycle to and from school as much as possible. As always, children should be brought to and from school by their parent/carer unless your child is in Y6 and you have notified school that they are allowed to walk/cycle to and from school independently. However, for families who live over 2 miles from school and require access to public transport then we ask that pupils, parents and carers adjust their behaviour and adopt social distance queuing whilst waiting for the bus, wear a face covering when entering the bus (noting under 11s are exempt as are pupils with

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certain health conditions). The transport operator will have processes in place to keep your children safe, but if you can do your bit by asking your child to sit with the same people wherever possible that would be really helpful.

- On arrival at the school social distancing will be used to get the pupils into the schools. Those who travel by car to school, should be dropped off as normal minimising contact and then queue to enter the school 2 metres apart. It also would be helpful for parents not to congregated at the school entrance and also maintain social distancing of 2 metres apart.
- On entering the school site, pupils will need to remove their face covering if they are wearing one. If the face covering is disposable, lidded bins will be available at the main entrance/exit to the site; if the face covering is reusable, please provide your child with a clean plastic bag to keep this in. Pupils should then wash their hands or use hand sanitiser to clean their hands.
- Enhanced cleaning - before your child enters the school, the facilities will have been cleaned in line with Public Health advice. The school will be cleaned frequently throughout the day, and cleaned again thoroughly at the end of the school day.
- Hand sanitiser will be available on entry to the school building and it is expected each pupil will sanitise their hands. During the school day, it will be expected pupils do wash their hands on a regular basis, in line with Public Health guidelines for 20 seconds or more. Hand sanitiser is also available in all classrooms and all areas of the school. If pupils have to move classrooms, then desks and chairs will be cleaned beforehand.
- Each academy has assessed movement of staff and pupils given their physical site layout and a balance between social distancing and size of bubbles has been established for each academy.
- Breaks and lunch times will be staggered to ensure bubbles are kept together and social distancing will be in place as appropriate.
- At the end of the school day, the exit process will be carefully managed with social distancing in place.
- Members of staff will also have access to visors to be used in corridors or where social distancing is not possible.
- Further measures include:
 - Site, kitchen and lunchtime supervisors have access to the right PPE and will be wearing the right elements depending upon the role they undertake.
 - Each academy will have site inspections to ensure there is application of new learning and any further public health advice can be applied as quickly as possible.
 - Support and teaching staff training on the operations of the school is scheduled before the return of pupils.
- Finally, if there are any reasons, due to local restrictions being imposed, that we need to restrict the numbers of pupils that we are able to be on the school premises then we have remote learning facilities available, which we will use to provide education. We aim to embed this type of learning into the classroom so it is not unfamiliar to pupils if this method of learning is required remotely.

As you can see from the above arrangements, we have planned as safe a return as possible for both pupils and staff. We all have our part to play and I would be grateful if you can help us by ensuring what is expected in terms of behaviour is understood.

Thank you for your help and support in enabling the return to a full operation and supporting your child with their continued education.



Peter Knight
Chief Operating Officer
Trinity Multi Academy Trust



Ben Leaman
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