



Dear parent/carers

Thank you to those who responded to my question regarding whether or not you would consider your child attending if the academy opened to certain year groups from 1 June.

Some of you stated that you could not respond until you had seen more detail about how we would do that – what the school day would look like, what additional safety measures we were implementing etc. I wanted to write to you to let you know we are working hard to ensure that the wider opening of our academy is done safely and will be sending out more detailed plans on 1st June. We will also be publishing full risk assessments on our websites so that you can see the extent of our considerations.

In the meantime, I wanted to outline what our intentions are.

If the Government decide that the wider opening of schools should go ahead on 1 June (and this will only be declared on 28th May), we want to make sure that everyone who attends site is fully aware of all of the procedures in place. In order to accommodate this, we have dedicated the week of 1st June to training and induction. This means that firstly, staff will be invited into the academy. Year 6 and Year 1 will then be invited to attend the academy on set days of that week so that they can see what their classroom will look like, what happens at lunchtime and so on.

We will therefore not be opening to any additional year groups until Monday 8 June. At the moment we are planning to do this very gradually to ensure that we continue to manage safety aspects to the best of our ability. We will invite Year 6 back first, followed by Year 1, Nursery and Reception. Please see the letter below which sets out our plans in detail.

Attendance for vulnerable children and those of key workers will not be affected by these plans, although the academy will close to all students over May half term.

All staff want to see our children back in the academy as soon as possible. Your understanding and support is appreciated as we try to find the safest way to accommodate more children.

Star Academy Plans

Whilst I know that these plans are lengthy, please read all details carefully and if you have any questions call school on 01782 235055 or contact us on Class Dojo.

The health and safety of the whole school community has to be our first priority. Each specific detail is outlined below and takes into consideration the whole school day and how you as the main adults can help us to keep the school as safe as possible. These guidelines must be our promise to each other if we are to fight this terrible disease and keep our community safe. Please read and sign the home Academy agreement which has changed to reflect our promise to each other.

Star Academy Sandyford Burnaby Road, Sandyford, Stoke on Trent, ST6 5PT.

Principal: Mrs Kate Wildman Executive Principal: Mrs Bobbie Caisley

T: 01782 235055 E: office@staracademy.attrust.org.uk W: www.staracademy.attrust.org.uk

When will my child's class be in the Academy?

Week one – Y6 children on Monday and Tuesday only (1st and 2nd June)

Y1 children only on Thursday and Friday (4th and 5th June)

If all goes well and we believe that the measures in place allow for more children:

Week two – Y6 and Nursery children on Monday and Tuesday (8th and 9th June)

Y1 children and Reception on Thursday and Friday (11th and 12th June)

What happens if anyone in our family displays symptoms?

As previously, **if you, or any member of your household displays symptoms, you must not send your child to school and you must self-isolate for 14 days.** Please inform the school immediately.

Any child displaying symptoms will be sent home immediately and without question, for the safety of others. We will also advise that their key worker group self isolates for 14 days. Staff, pupils, and their households will become eligible for testing once the children return. This will help us to take rapid action to ensure the safety for all and get children back to the Academy quickly.

Will PPE be provided for the adults?

Whilst the government have advised that we do not need to wear PPE, ATT have ensured that we have been provided with PPE and we will choose to protect ourselves and others. For example, during close unavoidable contact with younger children: wiping noses, changing nappies, administering first aid. We may also wear masks when speaking to visiting adults and parents if face to face meetings are the only option.

Are children allowed to wear PPE?

We ask that children do not wear face masks as if they are not on right or need constant readjusting, it will encourage the child to touch their face – this could increase the risk of infection.

Do children need to wear uniform?

Children should not attend the Academy in uniform. They may come in their own clothes, these should, to keep children safe, be clean every day where possible. They should wear clothes that are suitable for exercise as they will be outside as much as possible.

Will Breakfast Club be open?

Breakfast club **will not be open** in the first instance, if this makes working difficult for you, please contact Mrs Wildman and we will try to make arrangements for you.

Do children need to bring anything to the Academy?

Children will be given their own personal equipment packs. They should not bring any bags or personal belongings, including phones, into school. Each child will have their own tray which can be easily cleaned. All of their belongings will be stored in the tray whilst they are in school. They may, if you wish, bring in a healthy snack for breaktime which will be stored in this tray but fruit will be provided.

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My Child would like more books, can they bring them home?

Reading books will not be sent home. Please look out for a Collins APP log in - these online books will support the progression of the children's learning. They will be sent to you via Class Dojo.

What are the arrangements for lunchtime?

We are insisting that all children have a school dinner to eliminate lunch boxes being brought into school. This allows us to control the cleanliness of all eating areas. If you claim universal credit and do not claim free school meals, you may wish to apply for that support. Please contact the school office 01782 235055 and they can support you with this.

Meals will be eaten in the hall in the groups of 15 and no more. The tables and benches will be wiped down in between sittings and the children will be served their meals to prevent queuing. The timings will be such that they will be the only group in the corridors or hall at any one time.

How will the children be organised, and will they have their own teacher?

The Academy and grounds will be split into 5 zones:

Zone 1 - Nursery and Reception classrooms and their outside area

Zone 2 – The community room and the outdoor area

Zone 3 – Year 1 and Year 2 classrooms and their playground

Zone 4 – Year 3 and 4 classrooms and the lower playground

Zone 5 – Year 5 and 6 classrooms and the upper playground

The zones will allow us to split the children into small bubbles of no more than 15 children, each with their own designated adult. Each bubble, led by the class teacher, will remain in their own area and will not socialise with any other group. Depending on the amount of children who wish to return, there may be the need for 2 bubbles per year group. Where possible, these will be led by the staff who usually work with in the year group.

The bubbles allow us to limit the contact between the children. **There is no expectation that the children will socially distance in their bubbles**, but they will be encouraged to use the full space that they have which will help to create a natural rather than an enforced distance. The social aspect of school is vitally important, and we have to teach the children new ways to interact with each other. In year 6, children will have their own allocated table and as much space as we can provide.

Details of the Bubbles will be put onto class story as soon as possible. Please help us make sure our numbers are right by contacting us as soon as possible if you would like your child to return to school or if you need us to support you with child care as you are a key worker.

When will my child attend?

Monday and Tuesday - **Year 6 (from week 1) and Nursery children (from week 2)** will attend.

Year 6 - Zone 5,

Nursery - Zone 1

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Wednesday – **deep clean** and preparation day.

Thursday and Friday – **Year 1 (from week 1) and Reception children (from week 2)** will attend.

Reception - zone 1

Year 1 - zone 3

What if my child is vulnerable or I am a Key Worker?

Places will be available for key workers all week and for vulnerable children on Monday, Tuesday, Thursday and Friday.

There will be two clubs: Rising Stars for the younger children and Shooting Stars for the older children. (We will advise you of which club once we have all the numbers.) These will run like a holiday club but with some time set aside to support children with their home learning. They will all enter through Zone 2. Rising Stars need to enter through the Community room door and Shooting Stars through the Library door. They can arrive between 8:30am and 9:am and be collected from 2:45 until 3:15pm.

What time does the Academy day start and how will you limit how many people turn up at the Academy at one time?

To minimise the amount of people on site at any one time, we are having a staggered start and end to the school day that you must stick to. Year 6 are expected to enter and leave the site unaccompanied.

The timings are as follows.

Year 6 only

Drop off: 8:30 - 8:45am – collection: 2:45pm - 3:00pm;

Nursery (From week 2.)

Drop off: 8:45 – 9:00am collection 3:00pm - 3:15pm;

Year 1 only

Drop off: 8:30 - 8:45am – collection: 2:45pm - 3:00pm;

Reception only (From week 2.)

Drop off: 8:45 – 9:00am collection 3:00pm - 3:15pm;

How will we get to the correct zone and still social distance?

We will be insisting on a one-way system around the outside of the building. You must come in through the lower gate which will be signed 'entrance'. You then need to follow the path around the school until you get to your designated zone maintaining **social distancing** at all times. Once in your zone, please stand **2 metres** away from others and, if you feel people are too close, politely remind them of the expectations to **social distance**. The outside classroom doors will be open, and you can send your child straight in. This should prevent people from needing to wait. Please then continue around the Academy building and out through the exit by the carpark gates.

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What if I need to speak to a member of staff?

We ask, wherever possible that you do not hang around to speak to staff at the beginning or end of the school day. Please call school on 01782 235055 or email office@staracademy.attrust.org.uk or contact your teacher on Class Dojo. Where necessary, face to face meetings will be arranged in a safe space for all.

How will you keep the Academy clean?

Any shared areas such as toilets, will be regularly cleaned down during the day. Classrooms will be wiped down at lunchtime and the hall cleaned in between sittings. Classrooms will be cleaned at the end of a school day and deep cleaned on Wednesdays before the new groups come in.

Please know that we will do our very best to keep everyone safe. We know and understand the anxiety that these choices must bring which is why the decision to bring your child to school must be yours to make. However, we truly believe that it is important that the children return to school to support their transitions to their next year groups. It is vital for their health and wellbeing as well as their academic education.

Our plans allow us to open the Academy to further year groups and we cannot wait to inform you once that decision has been made. Thank you for your overwhelming support during these difficult times, your trust and your generosity have really helped to support the staff. We cannot wait to see you all again soon.

Yours sincerely,



Mrs K Wildman

Principal