



ST WILFRID'S CHURCH OF ENGLAND ACADEMY

Principal: Miss C Huddleston BA PGCE MBA

Address: St Wilfrid's C of E Academy, Duckworth Street, Blackburn, Lancashire, BB2 2JR
Tel: 01254 604000 Email: enquiries@saintwilfrids.co.uk Web: www.saintwilfrids.co.uk

July 2020

Dear Parent / Carer,

I hope that this letter finds you and your family well and your child has been able to enjoy the Summer term, whether that has been at school or at home. I am writing to provide a final update and some further information ahead of the new term in September.

Attendance, punctuality and uniform

In-line with current Government legislation, attendance will be compulsory for all students in September. The only exceptions being where a student has received extended shielding guidance from a medical professional, if a student is following stay at home guidance, or they are unwell. As ever we expect all students to be punctual each day, arriving to the Academy ready to begin learning from **8.45am**.

We look forward to seeing our students return for the new term in full Academy uniform, in-line with our policy which can be found, in full, on our Academy website. **A reminder that trainers as daily footwear and hoodies are not part of our Academy uniform and must not be seen once inside the school gates.**

New procedures in place for the start of September

We are all very much looking forward to returning to the reassuring routines of Academy-life. We are currently working hard to finalise plans for the full re-opening of the Academy and to officially welcome all of our students back into the building.

The health and safety of our students and staff remains our priority and as such there will be the need to adapt certain elements of our school day. Outlined below are our plans for the commencement of our new term. However, we will continue to closely follow Government and Local guidance and will provide further updates to parents/carers via our school website as required.

The start of the new term will be staggered this year as follows **with only:** -

- Years 7, 10 and 12 will begin on **Wednesday 2nd September**.
- Students from **all year groups** will attend from **Thursday 3rd September**.

School buses

The Local Authority are currently finalising plans for school transport in September and if we receive any further guidance we will communicate this via our Academy website. Parents/carers and students should be aware that at the time of writing there are safety measures in place on all buses, some are operating at limited capacity and the wearing of **face-coverings** by all passengers **is compulsory**. We are advising students to only sit next to peers from their year group whilst travelling. Older students should sit to the rear of the vehicle with the youngest students seated at the front. Students should disembark in year groups from the front of the vehicle to reduce contact and mixing. Students will be expected to comply with the safety measures in place on the buses at all times.

Please be aware that, **only students who have purchased season tickets will be able to travel on a school bus; students cannot pay on the day.** We expect these rules to remain in place at the start of the new term. Further information can be read via the **Covid-19 Preparations for School Transport ahead of September letter** from Blackburn with Darwen school transport team on the page recommended on Firefly. It would also be advisable for parents/carers to seek updates directly from Blackburn with Darwen transport services via **01254 584003** or their website www.blackburn.gov.uk/schools-and-education/school-transport over the summer months.

Student arrival to the Academy site

To ensure the adequate supervision and appropriate social distancing of students we will be staggering the entry and exit of students to/from the main building. Parents/Carers should therefore be aware that no students will be allowed into the Academy building prior to **8.25am** in the morning. If students arrive prior to this time they will be asked to wait in an allocated outdoor space.

Parents will not be permitted to enter the Academy car park either in their car or on foot and therefore you will need to make arrangements with your child for a sensible drop-off/pick-up location beyond the boundaries of St Wilfrid's property.

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Upon arrival to the Academy students will be expected to use the designated entrance point and proceed to their year group's allocated indoor venue. Handwashing / sanitising stations will be available to students upon arrival.

The entrance points/venues are explained in the table below:-

Year	Designated arrival point/entrance	Designated arrival/meeting venue
7	LRC side door (Community/PE path)	LRC
8	Gym side door (Community/PE path)	Gym
9	Far yard gate <i>then</i> E-Block outside entrance	E-Block
10	Main gate <i>then</i> Maths side door	Sports Hall
11	Main gate <i>then</i> Main student door	Main Hall

Student departure from the Academy site

The school day finishes at **3.20pm (2.20pm on a Tuesday)** and we will be staggering the departure of students from the building, with clear direction to buses following appropriate exit routes.

All students must have left the site each day by **3.45pm (2.45pm on a Tuesday)**, unless they are directly involved in a teacher-led after-school activity, **that will finish no later than 4.30pm**. Unfortunately, we are unable to offer our LRC or any other indoor area in which students can wait in prior to departure from the Academy. It is important therefore that parents/carers and students plan for this ahead of the new term.

Student routines within the Academy

The safety of all students and staff within our building remains of paramount importance. We will therefore continue to promote sensible hygiene habits for all, with students encouraged to regularly wash/sanitise their hands. Our classrooms, corridors and communal areas will be cleaned and sanitised regularly throughout the school day. To minimise the movement and mixing of students within the Academy, we are creating 'year-group' teaching-zones and staggering break and lunchtimes. We will, of course, introduce and explain all new procedures and zoning to all students during their welcome assembly at the start of term.

Lunches

All students will be required to bring packed lunches during the early weeks of the term. If your child is entitled to a free school meal, a grab-bag will be provided. **Fizzy or energy drinks are not permitted to be brought into school.** Use of the school vending machines will be prohibited and therefore students are encouraged to bring a drink in a refillable water bottle.

Lockers

It is with regret that due to the need to minimise the movement of students around the Academy and between year-group zones in September, lockers **will currently not be in use**.

Parent/Carer meetings

Meetings with parents/carers will be held on an **appointment-only basis** to ensure a suitably safe and sanitised venue is available. With regret we are therefore unable to see parents without an appointment. Should you wish to request a meeting, please contact our Main Reception.

We appreciate that the new term will bring about many changes, please be assured we are doing all that we can to ensure that the Academy is a warm and welcoming environment for all, where we believe your child will be able to flourish and thrive.

We will be providing further details and clarification of the new procedures to you and your child via a recommended page on Firefly ahead of the start of the new term.

May I take this opportunity to wish all of your family a safe and restful summer.

Yours sincerely

Miss C Huddleston
Principal

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