



16 July 2020

Dear Parents

I want to let you know a little bit more about the planning we are putting in place for September. We are looking forward to welcoming every child back and offering them a full curriculum. As you know, we will still need to pay exceptional attention to health and safety to protect our community from any resurgence of the coronavirus COVID-19. The information set out below explains how we will follow the most recent government guidance. I will need to write to you with more details in due course but I wanted to give you an outline of our plans to date. I should also say, we are still in quite a changeable situation but we have all got good at changing our plans quite quickly. These plans may still be subject to revision.

Hygiene Measures

We will expect pupils to sanitise their hands properly and regularly and will instruct and remind them of the importance of doing this. In classrooms we will provide sanitising gel which will be used on arrival in the classroom.

We will insist on respiratory hygiene and will provide tissues and for the appropriate disposal of tissues.

We will make sure that all rooms are well-ventilated.

We will clean rooms in between their use by different year groups and to make this possible we will be increasing the number of all-day cleaners in school.

We will ask pupils to sanitise any computer equipment they use and will train them how to do this properly and monitor to make sure that they do.

We will send a more detailed letter dealing with this aspect and include information about how we all need to respond if we develop symptoms from the recognised list and how we will engage with the Track and Trace Service and local public health authorities.

Year Group Zoning

Year groups will stay in a dedicated part of the school for most of their lessons. Their teachers will move to their allocated classes and will maintain a social distance from the pupils. Pupils will move to specialist classrooms for some subjects and we will plan a one-way system to support social distancing in the corridors.



Staggered Starts and Breaks

We have modified our timetable to allow a staggered start to the day. Year 7, 9 and 11 pupils will begin at 0830 and end the day at 1500, Year 8 and 10 pupils will begin the day at 0845 and end at 1515. Break and lunch will also be staggered and we will be increasing the sales outlets and dining space by converting the hall into a dining room for a year group. Each year group will have their own dedicated indoor and outside space. A copy of the school day timings for September is attached to this letter.

Breakfast Club and After School

We will offer a breakfast club in one of the larger dining areas and after school homework clubs will be available in year group zones. The library will also be open for children and, depending on demand, we may have to ask pupils to book a space. We will have a much reduced offer of extra-curricular clubs and activities in September as these activities are generally cross year groups.

Changes to the School Calendar

There is a lot of planning and training required for staff in September so we have moved one training day from the 19th April to Thursday 3rd September. We have not been able to do as much face to face induction for Year 7 as we would normally do so we will be open to Year 7 only on Friday 4th September. We will send detailed arrangements for 4th September to Year 7 parents shortly.

We will be inviting all of the pupils back to school on Monday 7th September for an induction session. This will not last the whole day and pupils will be invited to attend at a pre-arranged time and depart at the end of their session, which we anticipate will last 2.5 hours. Our full teaching timetable will resume for the whole school on Tuesday 8th September. The induction session will be of vital importance as we will be training the pupils on how to keep safe and they will not be allowed to rejoin full lessons until they have completed this training.

School Uniform

The government has confirmed that there is no longer any need to wash clothes more often than normal so we will expect pupils back in full school uniform and our normal rules relating to personal presentation, including hair, make-up and jewellery will resume. Let us know if you will have any difficulty and we will do our very best to help. If any pupil willfully ignores our expectations they will be withdrawn from normal lessons and we are very keen that this does not happen – so please ensure that your child is properly presented for school. Harrison's Schoolwear has reopened and is well stocked with uniform but we recommend that you do not leave visiting until later in the holiday.



Preparing for Learning

We will be adjusting some of our teaching approaches in September and this will mean that pupils will need to take responsibility for their own resources and equipment. You may need to consider purchasing a suitable school bag for carrying things to and from school and we would recommend a backpack. *We will send the slightly updated equipment list in due course and more details of adjustments to teaching in a further letter.*

Transport to and from School

Government advice is to avoid public transport and walk or cycle to school. There are a number of safe cycle routes to our school including from the town centre, we are happy to advise on safe cycle routes if you would like more information. Pupils who travel to school on public buses will be taught how to handle their face covering when arriving in school. No cars will be allowed on site unless the pupil is a blue badge holder. This is because the need to use all our entrances to school means there will be more pupils on the car park. We would ask you to drop your children in a safe parking space on Beccles or Burgh Road and not block Lynn Grove. Please stress the importance to your children of remaining only with pupils in their own year group to and from school and to maintain social distance.

Pastoral Support

We are very keen for you to get in touch with us if you feel that there is anything of a pastoral nature that we should know so that we can support your child's smooth reintegration back into full time school. Please contact your child's progress leader using the key contacts on the website.

I hope the information above gives you a clearer view of our planning to date and I will be in regular contact with you through the school holidays. If you have any questions please do not hesitate to get in touch via enquiries@lynngroveacademy.org.uk.

I hope you and your family are able to enjoy some summer fun; we are looking forward to seeing everyone in September.

Yours faithfully

Alison Mobbs
Principal

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The School Day

Years 7, 9 and 11

Monday, Tuesday, Thursday, Friday	
08:30 - 09:45	Period 1
09:45 - 10:00	Break
10:00 - 11:00	Period 2
11:00 - 12:00	Period 3
12:00 - 12:30	Lunch
12:30 - 13:00	Form time
13:00 - 14:00	Period 4
14:00 - 15:00	Period 5
15:00	Lessons end

Wednesday	
08:30 - 09:45	Period 1
09:45 - 10:00	Break
10:00 - 11:00	Period 2
11:00 - 12:00	Period 3
12:00 - 12:30	Lunch
12:30 - 13:00	Form time
13:00 - 14:00	Period 4
14:00	Lessons end

Years 8 and 10

Monday, Tuesday, Thursday, Friday	
08:45 - 09:45	Period 1
09:45 - 10:45	Period 2
10:45 - 11:00	Break
11:00 - 12:00	Period 3
12:00 - 12:30	Form time
12:30 - 13:00	Lunch
13:00 - 14:00	Period 4
14:00 - 15:15	Period 5
15:15	Lessons end

Wednesday	
08:45 - 09:45	Period 1
09:45 - 10:45	Period 2
10:45 - 11:00	Break
11:00 - 12:00	Period 3
12:00 - 12:30	Form time
12:30 - 13:00	Lunch
13:00 - 14:15	Period 4
14:15	Lessons end