

27<sup>th</sup> August 2021

Dear Parent/Carer

**Re: Start of Term Arrangements – Testing Arrangements, Return Dates and Additional Notices**

I hope that you and your family have had a enjoyable and restful holiday. We are looking forward to welcoming your child(ren) back to school in September. There are some important notices and information in this letter regarding your child’s return to school, so please read carefully.

**Lateral Flow Testing**

Schools are required to conduct lateral flow testing of all students prior to their return to the classroom to minimise the risk of infection and transmission of coronavirus within and beyond the school community. Students will be offered two lateral flow tests, three to five days apart. Providing their first test is negative, they will be able to return to school but will still require a second test. If the test is positive, they will need to seek a confirmatory PCR test and will need to self-isolate whilst awaiting results in line with government guidance.

Before we invite students to take the tests, we need your consent. In giving your consent to testing, you are consenting to your data being shared with NHS Test and Trace. If you completed the testing consent form for your child last academic year, we will have a record of this and there is no need to provide consent again. If you have not yet provided consent for your child(ren) to be tested, please complete the online form to give your consent: <https://forms.gle/G1kjevml6MdzR1e6>.

To facilitate the testing programme, we need to stagger the dates of return of our students. Please see below for the details of the dates and times when students will need to attend the Academy for their first lateral flow tests and their first day of school:

Year Group(s)	Testing Dates/Times	Return to School
Year 7	<p><b>Date:</b> Friday 3<sup>rd</sup> September</p> <p><b>Time:</b> 8:30am: Surname beginning with the <b>letters A-D</b> 9:20am: Surname beginning with the <b>letters E-K</b> 10:10am: Surname beginning with the <b>letters L-P</b> 11:00am: Surname beginning with the <b>letters R-Z</b></p>	Monday 6 <sup>th</sup> September
Years 12 & 13	<p><b>Date:</b> Friday 3<sup>rd</sup> September</p> <p><b>Time:</b> Year 12: 1.00pm – 2.00pm Year 13: 2.00pm – 3.00pm</p>	Monday 6 <sup>th</sup> September

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Years 10 & 11	<p><b>Date:</b> Monday 6<sup>th</sup> September</p> <p><b>Time:</b></p> <p>Year 10: 8.30am - Surname beginning with the <b>letters A-H</b> 10.00am - Surname beginning with the <b>letters I-Z</b></p> <p>Year 11 12.00pm - Surname beginning with the <b>letters A-J</b> 1.30pm - Surname beginning with the <b>letters K-Z</b></p>	Tuesday 7 <sup>th</sup> September
Years 8 & 9	<p><b>Date:</b> Tuesday 7<sup>th</sup> September</p> <p><b>Time:</b></p> <p>Year 8 9.00am - Surname beginning with the <b>letters A-J</b> 10.45am - Surname beginning with the <b>letters K-Z</b></p> <p>Year 9 12.50pm - Surname beginning with the <b>letters A-I</b> 2.00pm - Surname beginning with the <b>letters J-Z</b></p>	Wednesday 8 <sup>th</sup> September

On the dates when students attend the Academy for testing, they will only be on site for the test and will be sent home once the test is completed. There is no need for them to attend in school uniform on this day. The community entrance on Chantry Street will be open for those attending the site for testing and the testing will take place in the Sports Hall. Please ensure that your child attends on the date and during the time slots indicated above to ensure that we are able to minimise delays and/or overcrowding in the testing venue. Your child's second test will be conducting during the school day after their date of return to school.

### Coronavirus Risk Management Measures

Schools are no longer required to maintain separate year group bubbles. However, we will be retaining many of our risk reduction measures and would ask that parents, carers and students also contribute as far as possible to minimising the risk of infection and transmission of coronavirus.

Please **do not** send your child to school if they are displaying symptoms of coronavirus. Common symptoms include:

- A fever
- A dry, continuous cough
- A loss of sense of taste and/or smell

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If your child is displaying symptoms and/or has a positive result from a lateral flow test, please ensure that they remain at home, self-isolate and seek a PCR test. Please also contact NHS Test and Trace.

Individuals are **not** required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, if any of the following apply:

- they are fully vaccinated
- they are below the age of 18 years and 6 months

However, those identified as close contacts can and should seek a PCR test. You can follow this link to request a free PCR test: <https://www.gov.uk/get-coronavirus-test>.

If your child receives a positive lateral flow or PCR test result, please contact the Academy to let us know. Although you can and should contact the NHS Test and Trace Service, we also require this information to authorise your child's absence from school for the duration of their isolation period, and also to be able to monitor rates of infection within the school community so that we know whether we need take additional measures to protect staff and students in instances where infection rates are rising.

For the time being, we are not requiring staff or students to wear masks on the Academy site. However, this will be under review and may be measure we reintroduce if we detect an increase in cases within the Academy, or at a local/national level. We will be asking all parents, carers and other visitors to the Academy site to wear a mask. Additionally, we would kindly request that you do not visit the site unless it is for a scheduled meeting or appointment.

#### Additional Notices

- **Uniform and Equipment Check**

There will a full uniform and equipment check for all year groups upon their return to school. Please ensure that your child returns to school fully -prepared for the academic year, with full and correct uniform and equipment. Students who attend with incorrect or incomplete uniform will be sent home to remedy this. For a full uniform and equipment checklist, please see the Parent Information Booklet, available on our website: <https://www.colai.org.uk/parents/parent-information-pack-and-parentcarer-handbook-2021-22>

Please note that we no longer require students to purchase or wear an academy-branded coat. They are permitted to wear their own rain jackets or winter coats, providing they meet the requirements of the revised uniform policy i.e. plain black or grey coats (see Parent Information Booklet for more details). We also revised our PE kit in line with student preference e.g. changing the fleece for a sweatshirt. Students are still permitted to wear kit items that were previously on the uniform list and will only need to replace these with the new items when they have outgrown their kit. Finally, we have revised our haircut policy to make it more inclusive. Again, more details are available in the Parent Information Booklet.

- **Timings of the School Day**

Please note that the timings of the school day have been amended. We will no longer be operating a staggered start and end to the school day. All year groups will start at 8.40am and finish at 3.10pm. However, we are retaining a split break and lunchtime to minimise crowding and mixing between year groups in the canteen

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and playgrounds. For full details, please see the Parent Information Booklet. We request that students arrive on site by 8.30am to ensure that they are on time to line up and their first lesson of the day.

- **Pastoral System Changes**

We have taken the decision to change from a House-based to a year group-based system because we believe that this will enhance the pastoral care we can offer our students. Our Heads of House will now be Heads of Year. Your child's Head of Year is an important point of contact for you. Here are the details of the pastoral leaders for each year group:

Head of Year 7:	Ms A Dear
Head of Year 8:	Mr T Noutch
Head of Year 9:	Mr A Durak
Head of Year 10:	Mr D Bentley
Year 11 Strategic Leader:	Mr A Smith
Head of Sixth Form:	Ms S Shariff

- **Lockers**

At the end of the last academic year, we requested that students clear their lockers and return their locker keys to reception. Lockers are being reallocated to students based on where their year group will be located for their daily tutor sessions. If your child has not returned their locker key, please remind them to do so upon their return to school.

- **Access to drinking water**

We had to take our water fountains out of service because of the risk of transmission of coronavirus. However, we have installed a foot-pedal operated fountain that can be used to refill water bottles. We advise you to provide your child with a reusable water bottle for their use in school.

After two years of significant disruption to education due to the pandemic, we are hopeful that this year will prove to be more settled, productive and subject to fewer interruptions. We thank you in advance for your support of the Academy and your child's education.

Yours faithfully,



Ms S Jacob  
Principal