



Leventhorpe
a business and enterprise academy

4 November 2020

Dear Parent/Carer,

Update for Parents – Impact of National Lockdown from 5th November

As you are aware there will be a month-long lockdown starting this Thursday. We had a very successful return to face to face education last half term and we will aim to continue to provide your children with a safe and secure learning environment during the next phase of the pandemic.

The national number of cases continues to rise and our local area has seen an increase, though case rates per 100,000 are below the national average. We have managed a small number of positive cases within our school community effectively and we hope that the measures we put in place will continue to provide effective protection.

In order to protect each other at school we need to update our guidance regarding face coverings. From Thursday this week we expect all students and staff to wear a face covering when on-site. The exceptions to this will be during lessons and when eating or drinking. Students are invited to continue to wear a covering in lessons if they wish to, but they can remove them if they would prefer to. We will re-enforce this message to students during tutor time this week.

To support us in keeping our school community safe and operational, we require all students to have a face covering with them each day unless they are exempt. As face coverings are required to enter shops and public buildings, it is a reasonable expectation for parents to provide these for your children whilst at school. We have a minority of students who might forget a covering occasionally, this is fine and they should collect one from student services. However, we have a number of students who do not have a covering with them on a regular basis. It is crucial we all play our part to keep each other safe, so please make sure face coverings are part of the daily checks before students leave home.

Students should wear their face covering as they arrive on site, and they shouldn't be removed until they are able to effectively socially distance after they have left school. I would ask that parents collecting students at the end of the day also wear face coverings if they are on site and out of their vehicles.

We would appreciate your support in stressing the need to be mindful of local residents when walking to and from school. If students are in groups they should wear face coverings, if they are walking past other pedestrians they should give space and be polite.

Since the start of this academic year, we have tried to minimise the number of visitors to the site. Parents should not try to access the site without a prior appointment. Please call reception if you need to make contact and we will attempt to manage all issues over the phone or through online meetings. Parents should not come to reception to drop off equipment; please ensure that students have everything they need before they leave home.

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As a general guide, parents can come to reception to collect students in the day for medical appointments, or to collect students who need to go home. If there is a need to collect a confiscated mobile phone, please call and make an appointment to collect the phone. If you are unsure about any other reasons to come to reception, please phone first.

Lockers are now being issued. Students are being given advice on how to use them, but access will be restricted, so students need to be organised to make sure they have the right equipment at the right time.

Contingency Plans

If there is a rise in case numbers we will adopt the following principles:

- Identify positive cases and close contacts – students or staff who test positive will be required to isolate for the required period. During this time students should access their lesson work via Teams or via e-mail. Staff will give details of work covered for students to work through at home. Students can contact teachers via e-mail or through Teams with questions.
- Closure of Year Groups – if there are a number of cases within a bubble it might become necessary to close a whole year group for a period of isolation. Another reason for the closure of a year group would be high levels of staff absence that mean we cannot safely open for all students. In this case, we would use a daily rota to minimise impact. When a year group is closed, staff will set work on Teams.
- Two Week Rota – if local rates continue to rise, the local area could be put into a category where all schools are required to move to a two-week rota. This would mean we would have four of our year groups in school, while the other three are out of school for two weeks. Lessons will continue in-school, and staff will set work on Teams for those students at home. After two weeks we would swap over with four year groups at home and three in school.
- Full Closure – if staff absences or cases require us to close for a period of isolation, the whole school might close. In this case we would set work for all students via Teams.

To assist us in our planning for students working effectively from home, Mr Dyke will be sending a link to a survey about access to IT facilities at home. Responses to this survey will help us to understand some key issues about how households can access remote learning if we need to fully or partially close. Please respond to help us understand issues and adapt our plans for any closures.

Many thanks.

Yours faithfully,

Mr White
Headteacher