



**Queen Katharine
Academy**

A proud member of



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Our Ref jd/LM

16 October 2020

Dear Parents and Carers

I want to begin this letter by thanking you for the incredible support that you have given The Queen Katharine Academy since we returned to school at the beginning of September. With your support, we have been able to fully reopen and continue to provide the excellent quality of education that your children deserve. Thank you.

When we welcomed our students in September, you and they will have seen a number of changes at QKA. One of the major changes that we made was to the structure of the day. We reduced lessons from 50 minutes to 45 and added an extra level of pastoral care by way of a tutor session at the end of the day. As well as enhancing our tutor programme, this final session also allowed us the opportunity to provide extra academic support to students after their extended period away from school.

As we near the end of this half term, we have reviewed the changes that we made. We have taken on board feedback and I am writing to you now to explain some amendments that will affect your child.

Firstly, we are going to be returning to lessons of 50 minutes. With the essential sanitising that is needed to keep everyone safe, we feel that we need to restore the longer lesson time for the majority of the sessions. This will ensure that all students can spend the maximum amount of time engaged in their learning.

Secondly, we are going to reduce the time students will have for lunch by a small amount – 45 minutes to 40 minutes. By reducing the social time, we believe that there is less likely to be close contact between students, which will help to reduce any potential transmission of the virus. We have analysed the service patterns at the food outlets and 40 minutes still gives students ample time to get their lunch, eat it and socialise with peers.

There is also going to be a change to the tutoring arrangements. Whilst our superb tutoring programme underpins everything that we do, we are now able to reduce tutor sessions from two, to one to allow for more curriculum time. We are therefore going to remove the short tutor period at the beginning of the day, whilst retaining the longer session in the afternoon. This means that when your child arrives, they will go directly from their year bubble waiting zone to their first lesson which will start at 08:45. It is therefore imperative that your child is in school by 08:40 so that their learning can start promptly.

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The new day, **effective from the 2nd November 2020**, will be as follows:

Time	Session	Information
08:45-09:35	1a	AM registration (official attendance register)
09:35-10:25	1b	
10:25-11:15	2a	
11:15-11:55	2b1	Lunch for years 7, 9 & 11
11:55-12:35	2b2	Lunch for years 8, 10 & Sixth Form
12:35-13:25	3a	PM registration (official attendance register)
13:25-14:15	3b	
14:15-14:45	Tutor time/Interventions	Staggered departure from 14:45-14:50

Other safety measures, including the one-way systems, the use of face coverings and the year group bubbles, zones and doors, will remain in place. However, I am pleased to advise that our enrichment programme will begin to resume after half-term. More information about this, including the steps we have taken to ensure safety, will be shared in due course.

We have had a very positive start to the year, and we have been able to achieve this by working together and following the guidelines, both within school and across the community. As a reminder, the advice is as follows:

If your child is unwell or becomes unwell at school

If your child has any of the signs of Covid-19 (a persistent cough, high temperature or loss of taste and smell) then they **must not come to school**.

Please follow the guidance that the person with symptoms should self-isolate for 10 days and other members of the household should isolate for 14 days. You should arrange for a Coronavirus test. You can do this by contacting NHS 119 or by booking a test online. Everybody, irrespective of age, is now entitled to a test. Please continue to self-isolate until you have been contacted by NHS Test and Trace with further advice.

If your child will be absent from school, please inform the absence line in the usual way. If your child or a household member has Coronavirus symptoms, or has tested positive for Coronavirus, it is imperative that you inform us as soon as possible in order for us to support the Government's 'Test and Trace' initiative. We will send you details of how we will respond to a possible or confirmed case of coronavirus in school in a separate letter.

If a student develops symptoms of Covid-19 when in school we have procedures in place so that they can be quickly isolated. You will be contacted and asked to collect them immediately. You will need to have them tested and report the result to us.

Please, therefore, check that we have up-to-date contact details.

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The government guidance can be found here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

If you have been abroad to a country affected by quarantine restrictions

Families who have travelled to a country which is not on the government's '**Exempt countries and territories list**', and who therefore need to quarantine for 14 days upon return, must not send the students to school until the end of the quarantine period. Please let the school know if this applies to you.

The list of countries that do not have a quarantine requirement can be found here:

<https://www.gov.uk/guidance/coronavirus-covid-19-countries-and-territories-exempt-from-advice-against-all-but-essential-international-travel>

Again, thank you for your support and I hope you have a safe and restful half term. We look forward to welcoming all of our students back after the break.

Yours sincerely



Mrs L Mayes
Principal