

General Information about returning to school in September

Year group information (including return to school dates and times) can be found in the **year group section below**.

Government guidance	All of the arrangements detailed below are based on the guidance issued by the Government on Friday 3 rd July. This can be found at: https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools
Risk assessment	All arrangements detailed below are based on a comprehensive risk assessment complete with guidance from our Trust health and safety experts and external organisations.
Return to school dates	The date and time that your child is expected to return can be found in the year group information section below .
Attendance expectations	The Government have made it clear that attendance is again mandatory from September. This means from September, the usual rules on school attendance will apply, including: <ul style="list-style-type: none"> • parents' duty to secure that their child attends regularly at school where the child is a registered student at school and they are of compulsory school age; • schools' responsibilities to record attendance and follow up absence • the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct
Attendance exceptions	Specific information regarding students who may not be able to attend school can be found on the link above. Key points are: <ul style="list-style-type: none"> • a small number of students will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19); • Where students are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised; • Where a student is unable to attend school because they are complying with clinical and/or public health advice, we will to immediately offer them access to remote education; • Completion of this work will be monitored.
Arrival and departure to / from school.	We will be operating staggered arrival and departure times from the Academy. We will also be using a variety of entrance / exit points. This will ensure minimal mixing of year groups. Details of this can be found in the year group information section below . We ask that social distancing be observed should you wait for your child at the school gate.
Assemblies	We will not be having traditional assemblies due to the risks associated with having large groups of individual in a confined space. Assemblies will be delivered virtually at appropriate times during the day.
Break time arrangements	Initially students will not be allowed outside at breaktime to minimise contact with other students. Students will be allowed their own drinks and snacks during their break.
Behaviour of students	The cooperation and behaviour of our students is more crucial than ever. It is important that you understand that any behaviour that places any member of Academy family at risk will not be tolerated in any form. I would ask that you pay particular attention to the behaviour policy found on the Academy website should you require clarification on any aspect of our expectations. A video will be available on the Academy website prior to the start of term to help you understand our expectations.
Classroom layout	Our classrooms will be organised so our students sit on forward facing desks in pairs.
Curriculum	We are committed to giving our students access to a broad and balanced curriculum that addresses any knowledge gaps and supports with future choices. Full detail can be found in the year group information section below .
Equipment	To minimise the risks associated with Covid-19 all students must bring their own equipment and not share with other students. Our teachers will not be able to lend equipment to students and our curriculum has been adjusted to ensure the sharing of other resources is minimised.
First aid provision	We will continue to offer our first aid provision according to Government guidelines.
Increased hygiene measures	Hygiene measures have increased considerably throughout the lock-down period and this will continue from September. These measures include: <ul style="list-style-type: none"> • Hand sanitisers installed in each classroom and on all main entrances / exits; • Antibacterial wipes in every classroom and office; • Cleaning of all common surfaces throughout the day; • Extensive cleaning of each classroom and office at the end of each day.
Incidents of Covid 19 in the Academy	We will follow all Government guidance around what actions to take in this event.
Lunch arrangements	We will continue to operate a split lunch arrangement. Students will be allowed outside during this time in a specific area of our outside space. We will not be able to serve hot

	<p>food due to the risk associated with large numbers of students in our canteen. Please note the following:</p> <ul style="list-style-type: none"> • We encourage all students to bring a healthy packed lunch (with drink); • Should you wish to purchase food from the Academy, this will be in the form of a grab-bag with a pre-chosen sandwich, accompanying snack and drink; • We will advise at a later how exactly this will happen; • Students who are in receipt of free school meals will continue to have their grab-bags provided free of charge;
SEND	<p>We will continue to support students with SEND and meet their needs in every way that we can. Some students with SEND will require additional support for their social and emotional needs as a result of the COVID-19 pandemic and we will address this with support from outside agencies such as Educational Psychology.</p> <p>Students with SEND will continue to be supported by Teaching Assistants. Due to guidance from the government in response to COVID-19 this will largely be in planned intervention sessions in small groups or one to one, rather than in the form of support in the classroom.</p>
Student well-being	<p>Since welcoming our students back to school during this summer term, whether this has been through the Year 10 weekly sessions or Year 7 – 9 face to face sessions, our main focus has been around embedding a recovery curriculum, ensuring that student's well-being has been at the forefront of everything we do.</p> <p>This approach will continue to be the priority in September whilst meeting DfE and attendance guidelines. The school's pastoral team, alongside the School Nurse, Educational Psychologist, mental health leads and all school staff have been working hard to ensure that a positive transitional whole school approach runs smoothly on the return to school for all students in September.</p> <p>The Year 7 and SEND teams have worked tirelessly to guarantee that all new Year 7 students receive a warm and full transitional experience during the first few weeks in September. We look forward to welcoming all of the new Year 7 students in September, and some of you in August if you have signed our child up for a summer transition session.</p>
Travel to / from school	<p>Use of public transport should be in-line with Government guidelines including the wearing of facemasks etc.</p> <p>If you drive your child to school, please observe the highway code in relation to acceptable areas to park in and around the Academy. Should we find ourselves in a position whereby the amount of traffic on or around the site represents a hazard, we will have to take appropriate action including, but not limited to, closing the site to cars and asking our police partners to enforce the relevant traffic / parking laws.</p> <p>If your child walks or cycles to school, we would ask that you emphasise the need for responsible social distancing in-line with Government guidelines.</p>
Uniform	<p>All students are expected to wear full uniform from September. This includes PE kit. Please note that uniform can be purchased from our two uniform suppliers:</p> <p>Clive Mark 2286 Coventry Road, Sheldon, Birmingham, B26 3JR 0121 722 2286 www.clivemark.co.uk</p> <p>Crested School Wear 28 High St (Next to Wilton Market) Erdington, Birmingham, B23 6SA 0121 350 8444 www.crestedschoolwear.co.uk</p>
Visitors / parents in school	<p>We can only accept visitors in the Academy who have a confirmed appointment following a telephone conversation. We require 24 hours notice for this meeting. The only exception to this will be in the case of emergency or external agency meetings.</p>
Water bottles / snacks	<p>The only drinks allowed in the Academy continue to be water in bottles. Energy drinks will be confiscated in-line with the relevant policy. We encourage our parents to ensure that snacks are healthy and conducive to good health and learning.</p> <p>Please note the Academy water fountains will not be available due to risks associated with Covid-19,</p>
Wearing of face masks / PPE	<p>No student or teacher is expected the wear any sort of PPE (including face masks) when in the Academy. Government advice is clear in that schools and other education or childcare settings should not require staff, children and learners to wear face coverings. More guidance can be found at:</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings#personal-protective-equipment-ppe-including-face-coverings-and-face-masks</p>

Year group information

Year 7	
Return to school date and arrival time	<p>Date – Thursday 3rd September; Time – please arrive between 8.25am and 8.35am. Year 7 will be expected to arrive between 8.25 and 8.35am every day from this point.</p> <p>We ask that no students arrive outside of these times to ensure we can safely manage their entrance to the Academy.</p> <p>Students will go straight to their classrooms – there will be no morning canteen service available until further notice.</p>
Departure time	Year 7 will depart the Academy at 2.40pm every day.
Arrival and departure point	Year 7 will use the door closest to Windward Way known as 'Lower school door'. Staff will be available to show the students.
Student grouping / bubbles	<p>Year 7 students will be in a year group bubble in their own separate part of our building and they will remain in the same classroom for every lesson. The only exception to this will be when our students are given additional support from our SEND department which will mean they access a different classroom that is in their bubble area.</p> <p>Year 7 students will receive their timetable on their first day in the Academy.</p>
Curriculum	Year 7 students will study the full National Curriculum. Where subjects requires a practical element (Art, drama, music or computing) we have adapted our curriculum to ensure the subject can be delivered in a classroom.
PE	<p>We will be offering PE to all of our Y7 students twice per week. Please note the following:</p> <ul style="list-style-type: none"> • The PE curriculum has been altered in accordance with the specific guidance provided by the Government; • Students should bring their full Academy PE kit and will be able to change based on Government guidelines.
Further questions?	If you have any questions or concerns please contact our Excellence Leader for Year 7 (Miss Butcher) on butcher.j@smiths-wood.com .

Year 8	
Return to school date and arrival time	<p>Date – Monday 7th September Time – please arrive between 12.40pm and 12.50pm Year 8 will be expected to arrive between 8.25 and 8.35am every day from this point.</p> <p>We ask that no students arrive outside of these times to ensure we can safely manage their entrance to the Academy.</p> <p>Students will go straight to their classrooms – there will be no morning canteen service available until further notice.</p>
Departure time	Year 8 will depart the Academy at 2.40pm every day.
Arrival and departure point	Year 8 will use the service road entrance found on Windward Way opposite Anglesey Avenue. Staff will be available to guide the students.
Student grouping / bubbles	<p>Year 8 students will be in a year group bubble in their own separate part of our building and they will remain in the same classroom for every lesson. The only exception to this will be when our students are given additional support from our SEND department which will mean they access a different classroom that is in their bubble area.</p> <p>Year 8 students will receive their timetable on their first day in the Academy.</p>
Curriculum	Year 8 students will study the full National Curriculum. Where subjects requires a practical element (Art, drama, music or computing) we have adapted our curriculum to ensure the subject can be delivered in a classroom.
PE	<p>We will be offering PE to all of our Y7 students twice per week. Please note the following:</p> <ul style="list-style-type: none"> • The PE curriculum has been altered in accordance with the specific guidance provided by the Government; • Students should bring their full Academy PE kit and will be able to change based on Government guidelines.
Further questions?	If you have any questions or concerns please contact our Excellence Leader for Year 8 (Mr Collins) on collins.m@smiths-wood.com .

Year 9	
Return to school date and arrival time	<p>Date – Monday 7th September Time – please arrive between 10.50am and 11.00am</p> <p>Year 9 will be expected to arrive between 8.40am and 8.50am every day from this point.</p> <p>We ask that no students arrive outside of these times to ensure we can safely manage their entrance to the Academy.</p> <p>Students will go straight to their classrooms – there will be no morning canteen service available until further notice.</p>
Departure time	Year 9 will depart the Academy at 2.50pm every day.
Arrival and departure point	Year 9 will use the door closest to Windward Way known as 'Lower school door'. Staff will be available to show the students.
Student grouping / bubbles	<p>Year 9 students will be in a year group bubble in their own separate part of our building. Year 9 students will be placed in 3 smaller bubbles within their year group:</p> <ul style="list-style-type: none"> • Bubble 1 – English, maths, science and Spanish – students will be grouped according to their previous maths groups; • Bubble 2 – All remaining subjects – students will be in the same groups based on their existing groups. <p>Year 9 students will receive their timetable on their first day in the Academy.</p>
Curriculum	Year 9 students will study the full National Curriculum. Where subjects requires a practical element (Art, drama, music or computing) we have adapted our curriculum to ensure the subject can be delivered in a classroom.
PE	<p>We will be offering PE to all of our Y9 students twice per week. Please note the following:</p> <ul style="list-style-type: none"> • The PE curriculum has been altered in accordance with the specific guidance provided by the Government; • Students should bring their full Academy PE kit and will be able to change based on Government guidelines.
Further questions?	If you have any questions or concerns please contact our Excellence Leader for Year 9 (Mr O'Connor) on s21500Connor@smiths-wood.solihull.sch.uk

Year 10	
Return to school date and arrival time	<p>Date – Monday 7th September Time – please arrive between 9.50am and 10.00am</p> <p>Year 10 will be expected to arrive between 8.25 and 8.35am every day from this point</p> <p>We ask that no students arrive outside of these times to ensure we can safely manage their entrance to the Academy.</p> <p>Students will go straight to their classrooms – there will be no morning canteen service available until further notice.</p>
Departure time	Year 10 will depart the Academy at 2.40pm every day.
Arrival and departure point	Year 10 will use the door closest to Forest Oak school known as 'Lower school door'. Staff will be available to show the students.
Student grouping / bubbles	Year 10 students will be in a year group bubble in their own separate part of our building. Year 10 students will receive their timetable on their first day in the Academy.
Curriculum	Year 10 students will study all of their subjects (including their options subjects) and will have access to computer rooms.
PE	<p>We will be offering PE to all of our year 10 students. Please note the following:</p> <ul style="list-style-type: none"> • The PE curriculum has been altered in accordance with the specific guidance provided by the Government; • Students should bring their full Academy PE kit and will be able to change based on Government guidelines.
Further questions?	If you have any questions or concerns please contact our Excellence Leader for Year 10 (Mr Barber) on barber.c@smiths-wood.com

Year 11

Return to school date and arrival time	<p>Date – Friday 4th September Time – please arrive between 11.10am and 11.20am</p> <p>Year 11 will be expected to arrive between 8.40am and 8.50am every day from this point.</p> <p>We ask that no students arrive outside of these times to ensure we can safely manage their entrance to the Academy.</p> <p>Students will go straight to their classrooms – there will be no morning canteen service available until further notice.</p>
Departure time	Year 11 will depart the Academy at 2.50pm every day.
Arrival and departure point	Year 11 will use the door closest to Forest Oak school known as 'Lower school door'. Staff will be available to show the students.
Student grouping / bubbles	Year 11 students will be in a year group bubble in their own separate part of our building. Year 11 students will receive their timetable on their first day in the Academy.
Curriculum	Year 11 students will study all of their subjects (including their options subjects) and will have access to computer rooms.
PE	<p>We will be offering PE to all of our year 11 students. Please note the following:</p> <ul style="list-style-type: none">• The PE curriculum has been altered in accordance with the specific guidance provided by the Government;• Students should bring their full Academy PE kit and will be able to change based on Government guidelines.
Further questions?	If you have any questions or concerns please contact our Excellence Leader for Year 11 (Mr Rose) on rose.w@smiths-wood.com