

Academy Expectations Update

March 2021

In order to protect students, staff and their families during this phase of the current pandemic, we have updated our expectations for students and parents/carers of our academy. These will apply in addition to our normal expectations, until we have official advice that Covid-19 is no longer a risk to the community's health.

Students arriving at the academy

Students must arrive at the academy site for their staggered start time only. If they arrive before the gate is opened, they must stand on the designated yellow dots outside the gate, ensuring they are socially distanced.

On arrival at the academy site, students must enter through their allocated gate and meet their tutor in their designated playground. There will be visible yellow dots on the floor as a reminder to socially distance where possible.

Hand sanitising stations are set up at each line-up position. Students must use this on arrival.

Students are expected to wear a face covering during line-ups unless exempt.

Students will then be escorted to their classroom base by their tutor. Each classroom will have its own hand sanitiser station that students will be encouraged to use frequently.

The teacher will lead their class into their tutor base, via a specific entrance. Students must follow their teacher, quietly and calmly, to their classroom and sit in their allocated seat facing forward.

During the day

On entering and leaving the classroom, students must use hand sanitiser and this can be used during the lesson at the teacher's discretion.

During lessons, each student will have their own work space and will be facing forward. They must not leave their desk without permission.

Seating plans will be in place for tutor groups and teaching groups. It is important that students adhere to these plans as required for the identification of close contacts should there be a confirmed positive case on site.

Students should not mix with students from other year groups whilst in the academy.

When moving around the academy, students must follow the designated routes and should ideally remain two metres away from others (guided by yellow markings on the floor).

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Only students with a medical card will be given permission to go to the toilet during lessons and they should use their allocated toilet area. If students are out of lessons without permission, then our normal academy sanctions will apply.

Students that start to feel unwell during the day

If a student feels unwell during the day, they will be accompanied to the medical area where their temperature will be taken. For students with a high temperature, or showing other symptoms of Covid-19, a parent/carer will be contacted and asked to pick them up within the hour.

It is important that the parent/carer books a test as soon as possible. If this test is positive, they must inform the academy immediately using office@magna-aspirations.org. In this case the student must remain isolated at home for at least 10 days from the onset of symptoms, or longer if they are still symptomatic. Other members of the same household will also need to self-isolate for a minimum of 10 days, counting from the day after symptoms started. Evidence of a test result should be received by the academy in the form of a screenshot attached to an email.

Students that do not receive a positive test result and are no longer unwell should return to the academy as normal.

Students leaving the academy

At the end of the day, the class teacher will escort students out of the building in a calm, orderly and quiet manner. Students need to leave the site immediately unless attending an enrichment activity or detention. Students should not congregate in groups waiting for friends.

If a student needs to wait for an older sibling, they must stand on a designated yellow marker or wait to be collected from a pre-arranged location.

Covid-19 testing

Students on site since the beginning of term have approached testing in a mature and sensible manner. It is vitally important that all students including those returning to academy continue to maintain these high standards.

In order for testing to be carried out efficiently students should listen carefully to instructions. This will help students to remain at ease throughout the process as staff are fully trained.

Hygiene

As keeping hands clean is one of the best ways to prevent infection from spreading students are expected to practice good hand hygiene such as regular handwashing with soap and water for at least 20 seconds or using hand sanitiser if soap and water are not readily available.

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Students are encouraged to carry tissues with them and use them to catch coughs or sneezes, then to bin the tissues and to kill the germs by washing their hands. If they do not have a tissue they should sneeze into their own elbow.

Contamination of face coverings is likely to increase the longer they are worn. It is important that students refrain from touching their face covering and clean their hands before and after it is put on or taken off. Face coverings should be washed regularly if they are not disposable.

Equipment and uniform

Students must bring their own stationery as per the academy equipment list. Students must not borrow any equipment from other students at any point. However, students are able to access academy based resources and equipment as directed by their teacher.

Students should bring their own filled water bottle (ideally with their name on).

Students are expected to be in full academy uniform with each element of the policy being adhered to. In order to avoid using changing rooms, students are required to wear their PE kit to the academy on days when they have timetabled practical PE lessons. This does not include BTEC Sport or GCSE PE unless explicitly directed to do so by the class teacher in advance. All students are expected to wear their academy blazer everyday. Students may wish to also bring their academy jumper for extra warmth, as we will continue to keep windows open in order that spaces are well-ventilated as per government guidance.

Any extreme hairstyles or colouring needs to be rectified before students return to the academy.

Face coverings

Face coverings will now be required to be worn in classrooms in addition to corridors and larger communal areas. This will not apply when students are taking part in exercise during their PE lessons or when outside and maintaining social distancing. We appreciate that this is not ideal and will encourage students to take off their face covering when socially distanced outside during break and lunch time. In addition, students in classes where numbers are smaller and social distancing is in place are not required to wear a face covering. Their class teacher will inform them at the start of the lesson if this is the case.

Ideally, students should have a three layered face covering and it should be kept in a clean, clear plastic bag. Face coverings must be made of plain fabric with no logos, patterns or slogans. We advise students to keep a spare clean face covering in their bag in order to replace the one they are wearing should it become damp.

Parents who have already notified us about a medical exemption do not need to inform us again. These students will be provided with a small badge so that staff are aware that they are

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exempt. Families that have not yet made us aware should inform the relevant Head of Year if they believe their child has a health or disability reason for not wearing a face covering.

Students do not have to wear a face covering to and from the academy if walking or arriving in a private vehicle with their own household members.

Access to the academy site

To stop the spread of infection, unfortunately parents/carers are still not able to enter the academy site. Should you wish to speak to a member of staff on the telephone, please make an appointment by contacting the office email office@magna-aspirations.org or via the Head of Year [contact page](#). This request will be forwarded to the relevant member of staff and the staff member will be in contact as soon as possible. Ideally still within 48 hours.

Households where a family member is displaying symptoms of Covid-19

Students displaying symptoms of Covid-19, or who live in a household where someone is displaying symptoms must not attend the academy and book a test. In these circumstances, national guidance must be followed in terms of self-isolating. Symptoms of being unwell with Covid-19 include showing signs of a raised temperature, a new continuous cough and loss or change of sense of smell or taste.

Students travelling to and from the academy

We advise that students avoid using public transport to travel to and from the academy. Where this is unavoidable, students should take the necessary precautions as outlined in government guidance such as wearing a face covering, refraining from touching things and not eating or drinking during the journey.

Parents accompanying their child to/from the academy must not wait around or mingle with other students or parents.

If a parent is dropping their child in, we ask that you drop them off a short distance away from the academy and arrange to collect them from the same point. This is to reduce congestion and potential contact with other families in our car park.

We ask that families avoid car sharing with other households unless this is with a member of an established support bubble in line with national guidelines.

Whilst in the academy, usual expectations are to be adhered to. Students must comply with staff expectations at all times so that staff can keep them safe. Any student who refuses to

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comply with the reasonable requests of staff will be dealt with using our normal academy sanctions.

We trust that our parents/carers will support these expectations. If you wish to discuss any of the information above, please contact the relevant Head of Year.