



Ark All Saints Academy

Thursday 16th July 2020

Dear Parents,

AASA September 2020

This is a very long and detailed letter. In it you will find:

- An update on where we are
- What we need you to do over the summer in preparation for September
- Arrangements for the beginning of next term
- How to purchase academy uniform
- Information about staff who are leaving us this year

This is the end of the Academic Year. In my many years of teaching, I have never known a year like it. Whilst this year has been a challenge in many ways, I could not be prouder of the AASA community and the way they have handled themselves during this time.

It is a year of firsts, but in the upheaval there have been beacons of hope. Since having to close the Academy, I have watched the AASA family shift their skill set into different avenues.

Teachers:

- Learned to plan, teach and mark using online platforms.
- Redeveloped curriculum plans to ensure no scholar is disadvantaged by circumstances outside of their control.
- Gave feedback through Loom videos, MS Teams lessons and phone calls home.

Pastoral, Provision and SEND staff:

- Held all our children close and supported them in getting set up for the realities and hiccups of online learning.
- Delivered breakfast boxes, laptops and learning materials to families in need of support.
- Came together to provide safe, stimulating learning as our Year 10s came back into school and for those scholars in the Community Classroom.

Facilities and Operations staff:

- Fixed, changed, cleaned EVERY inch of the building to minimise the risk of infection spread.
- Redesigned the layout of the school.
- Moved tables, chairs, doors (yes, we have rehinged doors!) to make the flow of people more appropriate for social distancing.
- Stuck tape, signs, hand sanitiser across the building.

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Admin staff:

- Received concerns and issues as front-line workers by answering the phones and eased anxiety across the community.
- Followed up free school meal applications to ensure nobody went without.

Scholars:

- Submitted huge amounts of work and learned how to be truly independent learners.
- Took part in live learning lessons.
- Trained their families to become teachers.
- Submitted insightful and considered responses to work set on the BLM movement and how this has impacted our community.

Parents:

- Supported their children with the difficult transition to home learning.
- Became unpaid teaching staff.
- Ensured there was space to work.
- Repeatedly reset passwords, usernames, online profiles on a wide range of online platforms.
- Told us how we can help.

Thank you. The support you have shown your children has been phenomenal and we have been so proud to work alongside you to achieve this.

What school will look like in September 2020

We have three guiding principles that are driving our plans:

1. To maintain high levels of safety.
2. To ensure the culture and ethos of AASA that makes us special continues to be strong.
3. Scholars are not disadvantaged by lockdown and have excellent opportunities for learning.

AASA will have to be different in some aspects. We must continue to safeguard everybody in the AASA community whilst maintaining the high expectations around culture and ethos and academic progress that you want for your child.

There are a lot of areas we cannot control. I am inspired by the very adult response from our Year 10 scholars who have been attending their bubbles once a week. They have given me full confidence that we can safely, purposefully and strategically return scholars into their classroom learning environments.

We have carefully studied the government guidelines on reopening in September and with the help of our Ark group have devised the AASA plan for a safe reopening.



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School term will start on **Monday 7th September 2020**, but we will bring scholars back to the academy over that week in year groups to go over the risk assessment and re-introduce them to academy life.

Bubbles.

Each year group will be a bubble. Scholars will not mix with other year groups (bubbles) until the Government tells us it is safe to do so.

In order to reduce risk, scholars in each year group (years 7 –9) will be taught in one room all day. These will be organised in streams. These are classes that are organised by previous attainment and scholars will be in the same stream for every subject. They will be allowed to use the toilets as usual.

The lockers will be out of bounds, so they will need to keep their bag and coat with them in their classroom.

Lunches will be run as single year groups – lunch times will change.

Years 10 and 11 will have to move between classrooms in order to not disadvantage them for the GCSES, but they will also be kept apart from each other.

All scholars will need to leave their rooms to attend lessons in Music, Drama, Science and PE. These will have special routines around how we use them.

First week back to AASA - Monday 7th September 2020

We are going to run a staggered return to the academy. These are induction days.

Year 7 (current Year 6) will attend in groups of 30 each day so we can meet them and show them around the academy. Ms. Mougabel, your child's new Pastoral Director, will be in contact with you about the day your child should attend.

Year 11 (current year 10) will start back on the Monday and be in normal lessons every day for the week.

Years 8 –10 (current Years 7-9) will come to school for one day during the first week. On that day they will practice line up, learn how to do morning meeting safely and be taught how lessons will run. They will be shown how to use the toilets safely, how to have lunch and how to leave the site. They will also be given digital literacy classes so they are prepared in case we lock down the site again. It will be very problematic if any scholar misses this day and it will delay their start back at AASA.



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When is my child on site during the week beginning Monday 7th September 2020?

Year 8 (current Year 7) will come to school on Friday 11th September

Year 9 (current Year 8) will come to school on Thursday 10th September

Year 10 (current Year 9) will come to school on Tuesday 8th September

These days are part of the academy year and are not optional.

Monday 14th September onwards will be normal academy days for all those who have attended the induction day.

Health and Safety routines

On entering the academy, all scholars must sanitise their hands using our sanitisers. Scholars will routinely use hand sanitiser when they enter their classroom. Frequently touched surfaces, items and toilets will be subject to a strict cleaning rota. Regular hand washing and good respiratory hygiene will be promoted throughout the school.

Important changes:

- 1) **Attendance:** It is expected that **all scholars return to the academy**. At present, if scholars feel ill, we normally ask that they come to school. However, under these circumstances, scholars are reminded not to attend school if they or someone in their household has any of the following symptoms:
 - a high temperature;
 - a new, continuous cough;
 - a loss of, or change to, their sense of smell or taste.

If your child displays any of these symptoms they should stay at home and get a test via the NHS website [Here](#). Parents should report any absence to school in the normal way by calling reception on 020 7450 5959.

You **MUST** contact us and tell us if they have these symptoms. If you or your child are anxious about returning for whatever reason – please talk to your PD.

- 2) **New start and end times, and different entrances:** Each year group will have a different start and end time and different entrances so that we can keep year groups in bubbles. They will each have a ten-minute window to arrive in. If they are late – their entrance will be closed. If they are late, we will find it very difficult to process them onto the academy grounds whilst following risk assessment procedures. If their start time is 8.15-8.25 - they **MUST** arrive before 8.25 and not at 8.26. The gate will be closed. Please plan with your child what time they need to leave home to ensure that they are on time. There cannot be excuses e.g. transport issues.



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Year	11	10	9	8	7
Start time	08:15 to 08:25	08:20 to 08:30	08:30 to 08:40	08:40 to 8:50	08:30 to 08:40
Entrance	Glass Door	Grey Gate	Pitman St	Pitman St	Glass Doors
Go to	Study rooms/ Intervention	Quad Line Up Commons MM	Sports Hall	Church	Dining Hall
End of Day	Intervention School day finishes at 4:30	Great Hall Line up 3.30 Dismiss 3.40	Running Track Line up 3.20 Dismiss 3.30	Running Track Line up 3:30 Dismiss 3:40	Great Hall Line up 3.20 Dismiss 3.30
Exit	Glass Doors	Grey Gate	Pitman St	Pitman St	Glass Doors

Pitman Street Entrance



Glass Doors Entrance

Grey Gate Entrance

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- 3) **Dismissal:** Years 7 – 10 will be **dismissed** between 3.30 and 3.40. We will be unable to run any after-academy activities until further notice. We cannot have younger siblings waiting for older siblings without pre-arranged permission from the Pastoral Director.
- 4) **Year 11** will end their academy day at 4.30 due to intervention sessions, which will be even more necessary this year. We are hoping to run Year 10 academic intervention in the future. You will receive more information on this.
- 5) **Exclusions:** We pride ourselves on being inclusive and only excluding as a last resort. Under these new regulations, if a scholar is unable to adhere to the academy rules, for example, attends in clothes that are against our uniform policy and cannot be corrected on site or their behaviour is such that they are unable to remain in their classroom, we will not be able to place them in an alternative space as we would normally. We will have to resort to having them removed from site, which would be an exclusion.
- 6) **What do we need you to do in order to be ready for September 2020?**
Our rules around **Uniform** have not changed in 7 years– please ensure that your child’s uniform is ready for September. We cannot accept any excuses.
 - Skirt lengths must be **below** the knee.
 - Trousers must be dark grey – not black.
 - Haircuts must be professional and hair colour must be natural.
 - Only females can wear earrings- they must be small, round, plain gold or silver and only one in each ear.
 - Nail varnish is not permitted. False nails are not part of the uniform.
 - Socks must be plain black (white for PE).
 - Hoodies and baseball caps are not part of the AASA uniform and are not to be worn.
 - Outdoor coats should be waterproof and a plain dark colour.

Scholars must leave their homes dressed perfectly in line with uniform rules. They represent us at all times.

Equipment

Due to Covid safety precautions, we must insist that each scholar brings their own equipment to the academy e.g. we cannot provide coloured pencils.

The Ark All Saints Equipment list is as follows. This equipment must be in a see-through pencil case:

- Black or dark blue pen x2
- Pencil x 2
- 30cm Ruler
- Protractor
- Scientific Calculator
- Green Pen



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- Red pen
- Eraser
- Sharpener
- Highlighter pens (2 different colours)
- Set of colouring pencils
- Reading Book

Contact

We will need to be able to email you over the summer with up to date information. Please make sure we can contact you when we need to. Please check your emails and the website, especially in the last week of August. Keep talking to us. It is ok to not be ok. Please tell us if we can help in any way.

Lockdown

In the likelihood that the school is subject to a 'local lockdown', all scholars will access their lessons live using MS Teams. Year 8-11 scholars will receive further training on how to use this tool this term. Year 7 scholars will be trained fully in using MS Teams as part of their induction. The Government has issued guidance to exam boards on possible adaptations to exam courses for Year 11 scholars next year and there is a national consultation on these proposals. As soon as the arrangements for Year 11 examinations in 2021 are confirmed, we will share these with parents and scholars. Please be reassured that all Year 11 teachers have planned their Schemes of Learning to cover all topics in preparation for each GCSE. Due to time restrictions, it is imperative that scholars do not lose a single day due to absence other than genuine illness.

Travel to and from school

Scholars will be strongly encouraged to walk or cycle to and from school wherever possible. If using public transport, scholars must follow current government guidance such as wearing face coverings.

Visiting the academy

Parents and external visitors are reminded to only attend the school premises by appointment. Appointments will be conducted by telephone/video conference wherever possible.

Collective worship and Morning meetings

Collective worship etc. will take place in year groups.

School Lunches

We have kept the cost of School lunches the same since the school opened but we have now had to review this and from September school Lunch will cost £2.20 per day. This



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includes a healthy main meal and dessert. We think you will agree that this is still fabulous value for money.

Music and physical activity

Singing, playing wind or brass instruments and the use of choirs and ensembles will be limited and carefully controlled. Sports equipment will be frequently cleaned and contact sports avoided.

School trips

There will be no domestic overnight (UK) or overseas educational visits throughout the autumn term. Other day trips may take place in accordance with government guidance.

Summer @ AASA

Community classrooms will close once the summer holiday starts on 20th July 2020. We will run our normal summer@ AASA over the holiday period.

- On days scholars can attend, site will be open from 9am to 12pm.
- Every Friday we will communicate to you the days the site will be open for the following week. This will be via text message.
- Scholars should arrive onsite between 9am and 9:15am through the Pitman Street entrance. They will then sanitise their hands.
- We can only hold activities in the playground or MUGA. No scholars will be able to come into the main school building.
- Toilet facilities are in the sports hall.
- Scholars can bring cold food/snacks onsite plus bottled water. Water fountains will be out of bounds for safety reasons.
- We will start to dismiss scholars from 11:45am through the Pitman Street exit. They will sanitise their hands on the way out.
- Scholars should wear their own clothes.
- We will limit scholar numbers onsite based on safe staff ratios. Therefore, entrance will be on a first come first served basis.
- As we are only running outside activities, in inclement weather please do not send your child to attend on these days as we will be closed. In the event we must close site early, we will communicate this with you before your child leaves.
- If your child is unwell do not send them to school. We must safeguard our community over the summer holidays in preparation for September.

How to order uniform

This year we are operating a click and collect system. The link below will take you to an online document. Please fill out all necessary sections, including a day and time you can come and collect. We can only accept CASH payments for the uniform. Where possible



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please bring the correct cash. We are trying to limit the amount of time you need to be onsite.

Once we have this information, we will then make up the pack with the correct size uniforms, according to the measurements you provide, which you can pick up on the date and time convenient to you as specified on the form. To make this work, and ensure that social distancing is maintained, we would be grateful if you would return the forms as soon as possible.

As you would when ordering online, please ensure that the measurements are correct.

To confirm:

1. Measure your child and complete the Uniform Order Form ([click here](#))
2. Return both forms at least 48 hours before you want to pick up and pay for the uniform
3. You **cannot** pick up and pay for uniforms without completing and returning the online forms
4. Please arrive on time to collect the uniforms ordered

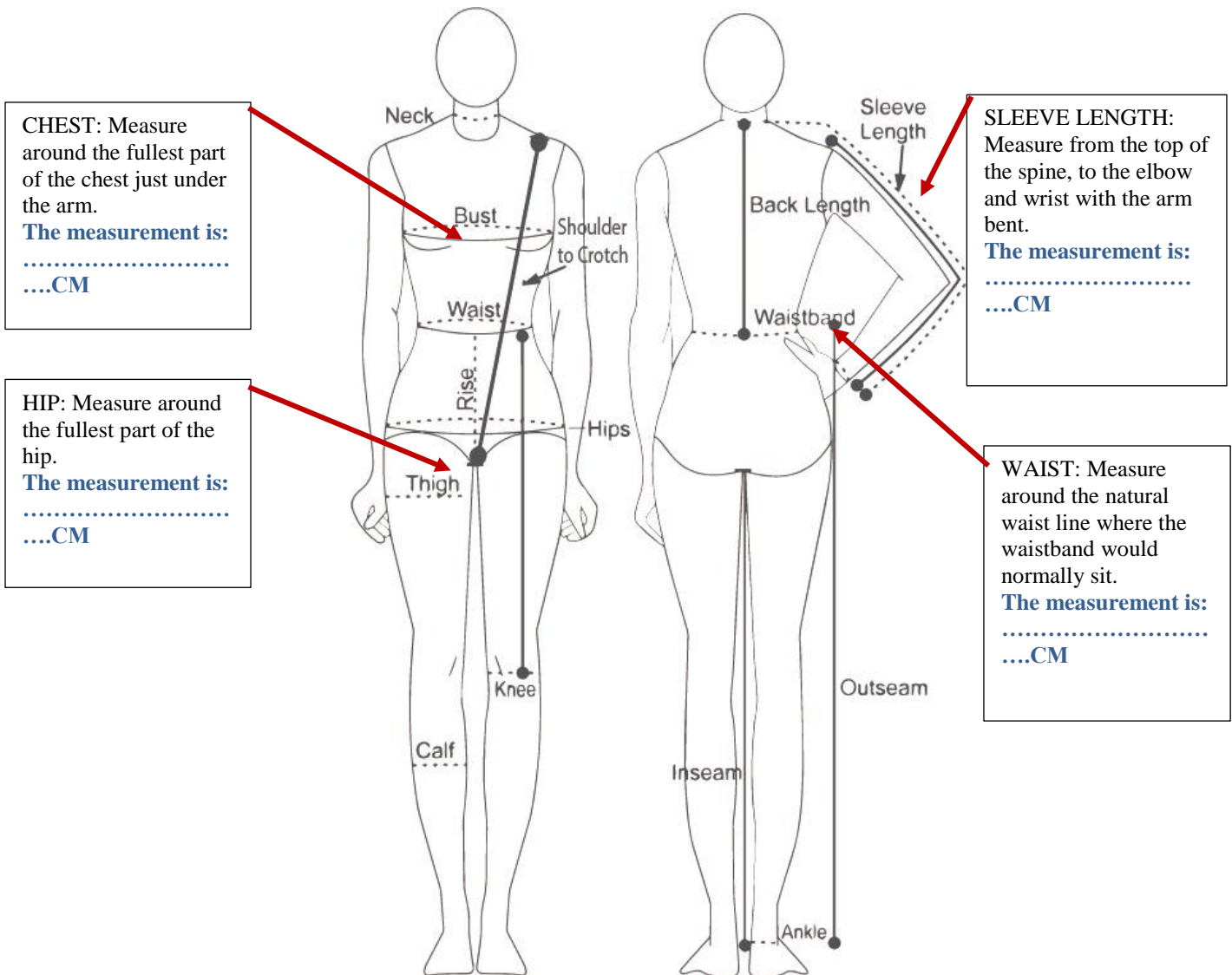


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ITEM	SIZES	PRICE	Essential/Optional
Blazer Boys	Chest size 28 to 36 inches	£31.50	Essential
	38 to 52 inches	£41.50	
Blazer Girls	Chest size 28 to 36 inches	£31.50	Essential
	38 to 52 inches	£41.50	
Jumper	Chest size XXS to S	£17.00	Optional
	M to 3XL	£22.00	
Tie	Silver	£4.00	Essential
PE Shorts	Waist size 24 to 28 inches	£5.50	Essential
	28 to 44 inches	£6.50	
PE Sweatshirt	Chest size XXS to XS	£11.00	Optional
	S to 2XL	£16.00	
PE Tracksuit Bottoms	Waist size 24 to 30 inches	£16.00	Optional
	30 to 48 inches	£18.50	
PE Tracksuit Jacket	Chest size 28 to 32	£16.00	Optional
	34 to 52	£20.00	
PE Polo Shirt	Chest size 30 to 34 inches	£11.00	Essential
	36 to 2XL	£19.40	
Skirt	All sizes	£15.00	Must be grey. Can be bought at school or from external shop.
PE Sweatshirt	Chest size XXS to XS	£9.90	Optional
	S to 2XL	£11.95	
Woollen Scarves		£8.00	Optional
Head Scarves		£6.00	Optional
PE Bags		£6.00	Optional
Rucksacks		£5.00	Optional
Woollen Hat		£5.00	Optional



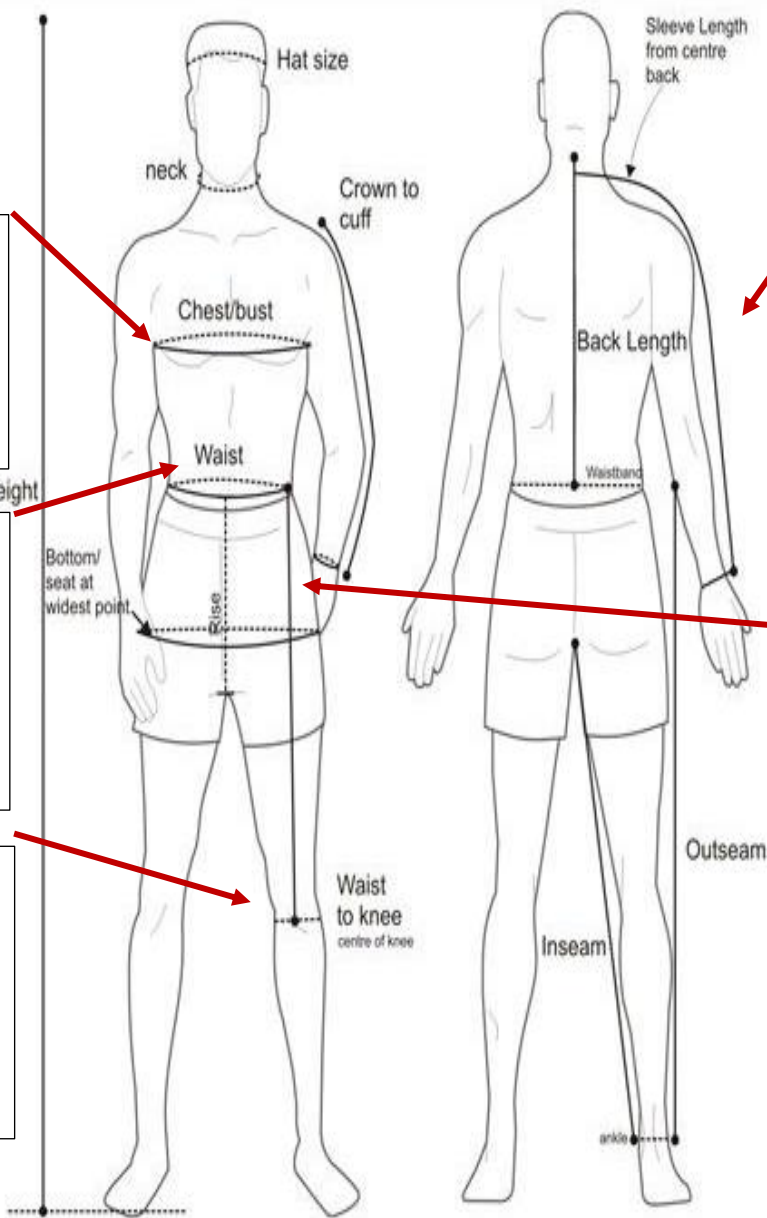
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BUST: Measure around the fullest part of the chest just under the arm.
The measurement is:
.....CM

WAIST: Measure around the natural waist line where the waistband would normally sit.
The measurement is:
.....CM

SKIRT LENGTH: Measure from the natural waist to the knee or middle of the calf.
The measurement is:
.....CM

SLEEVE LENGTH: Measure from the top of the spine, to the elbow and wrist with the arm bent.
The measurement is:
.....CM

HIP: Measure around the fullest part of the hip.
The measurement is:
.....CM



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Medical Conditions:

Each year we ask you to keep us up to date with any medical issues your child may have. This year, it is important that you complete this online form. The information will be securely sent to us. **If your child has no medical issues, you do not need to fill out this form.** If we do not receive a form back from you, we will understand this to mean your child has no medical conditions.

If your child requires medication to be taken during the school day, and this medication is not provided on the first day of term, the scholar will be sent home until the medicines are brought to school and this form is completed.

[Click here](#) to get to the form.

A Fond Farewell

The end of year is approaching and there are a small number of teachers moving on from AASA. Scholars have been encouraged to send any teachers leaving a message on SMHW or during a live lesson to say goodbye. We all wish them the best for their future and also thank them for the support they have shown AASA.

The teachers leaving AASA this year are:

Ms Volpe (Technology)

Ms Wright (Science)

Ms Doherty (History)

Ms Crawford (Music)

Ms Farmer (Science)

Mr Flint (Geography)

Mr Genovese (English)

Mr McBride (Mathematics)

Mr Chambers (Mathematics)

We will be welcoming a new group of teachers in September who will be taking over from the above teachers. They are excited to meet our scholars and help them make further progress.

And finally,

We want to work with all parents to ensure every child returns to full time education in September. Our plans may change in accordance with government guidance and we will update you accordingly where appropriate. Remember to check the website and give us your up to date contact details.

Should you have any questions, please don't hesitate to contact us via reception or at info@arkallsaintsacademy.org .



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Once again, thank you for your incredible support during this period and I look forward to seeing you all in September.

I wish you a wonderful summer, please stay safe and may God bless you.

Yours faithfully

Ms L Frame
Principal