



STEWARDS ACADEMY

SCIENCE SPECIALIST

Parnall Road, Harlow, Essex. CM18 7NQ
Tel: (01279) 421951 Fax: (01279) 435307
e-mail: admin@stewardsacademy.org
Website: <http://www.stewardsacademy.org>



Headteacher: Mrs H. Ginger BSc Mathematical Sciences

Dear Parent/Carer,

20th July 2020

I hope this letter once again finds you and your family safe and well.

I am writing to give you **further information regarding the full opening of the academy in September**. The Governing Body met on Wednesday last week to consider a proposal for the structure of the school day and to consider the academy risk assessment. They agreed unanimously with the proposal brought before them. In broad terms this includes:

- The adoption of **staggered start and finish times to the school day**.
- The **grouping of pupils into 'bubbles' as year groups**, keeping pupils from different year groups separate, where possible.
- **Ensuring we continue to offer a full range of subjects**, which encompasses pupils moving from classroom to classroom with measures in place to mitigate risk.
- **Ensuring we provide high-quality pastoral care and a programme of intervention** to support pupils that have not been in school for several months.
- **Extending the length of the school day for Year 11** to include a compulsory study period, Academic Prep.

To support your understanding of the measures we have put in place, you will find attached a **Parents' September Opening Guide**, which we hope you will find useful. This is a comprehensive document that may take some time to read but we felt it important to give you as much information as possible, to alleviate any fears that you or your child may have and to ensure that the new term runs as smoothly as possible. It includes **some information for families in which two siblings in different year groups travel to school together**; please take note if this is relevant to your family. Please also note that the guidance may be subject to change as the model is implemented and reviewed. As the situation regarding the pandemic changes over the weeks and months ahead, then other changes may be necessary, but we will continue to keep you informed along the way.

We will begin the term with an opportunity for each year group to acclimatise to being in school once again, to feel reassured and to understand how we can work together to keep ourselves safe and well. We start **on Thursday 3rd September with Year 7** only for the full school day (08:30-15:15); this will be an important opportunity for Year 7 pupils to familiarise themselves with the school, having unfortunately not being able to visit in the Summer Term.



Leading Space Education
Quality Mark



On Friday 4th September we welcome back the other years for a period of time as follows:

- Year 8 – 08:45 until 12:00 (Including break but not lunch)
- Year 9 – 11:30 until 14:40 (including lunch)
- Year 10 – 12:45 until 15:45 (including break but no lunch)
- Year 11 – 10:30 until 14:00 (including lunch)

Year 7 will be in school on Friday for the full school day (08:30-15:15).

It is important that you do not send your child to school if they are showing symptoms of COVID-19. Please call the school immediately if this is the case.

Please remember that we are asking pupils to return to school in full uniform with a full set of equipment. Items that are additional requirements are:

- Scientific Calculator [for years 8 – 11 only]
- Personal Sanitiser
- Filled Water Bottles as required (pupils will not be able to use water fountains)
- Headphones/Earphones (if possible) for use in music lessons.

Please refer to the previous letter from the Pastoral Team regarding equipment and uniform for more information.

If your child would like to purchase lunch and/or snacks, we ask that you **use ParentPay** to ensure that funds are available in their account before the term begins. **Pupils will not be able to access the cash top-up facility in school whilst we run the temporary staggered timetable.**

Since 2nd July when the Government Guidance was published, a tremendous amount of work has gone on to prepare the site and make the necessary arrangements for the pupils return. As I stated in my last letter, I am sure that you will appreciate that full opening in September involves some compromise, but I am confident that we will be able to work together as a community, to provide the best possible education for our young people, despite the circumstances in which we find ourselves. We have missed the pupils greatly and are very much looking forward to welcoming back all the pupils in September.

Thank you once again for your support and understanding.

We wish you all a wonderful summer.

Kind regards,



Helen Ginger
Headteacher