

16 July 2020



Dear Parents and Carers,

Oasis Academy MediaCityUK reopening for all students in September

Following my recent letter to you about the government's guidelines for all students to return to school in September, I am writing today to update you on our plans.

As you will be aware, the government has made it clear that all students, in all year groups, are expected to return to school full-time from the beginning of September. You [can read the guidance here](#)/by searching for 'DfE guidance parents.'

To ensure that all students and staff can return safely, there are a significant number of actions that the Government have asked us to take. We must:

- Minimise the risk of transmission of coronavirus
- Be able to continue teaching and learning in the case of a local outbreak
- Alter how we run the Academy day-to-day to meet the new safety requirements
- Amend our curriculum, behaviour and pastoral support offer in the context of all the new arrangements.

The purpose of this letter is to explain how we intend to meet these expectations. As always, our first priority is the safety and wellbeing of the students, your family and our staff. We will take every precaution, so that we reduce the risk as much as possible and be in a position to finally welcome back all of our students.

Summary of arrangements

With the support of Oasis Community Learning, we have completed an in-depth risk assessment which has been reviewed by the academy's local health and safety committee. This committee will continue to meet weekly until further notice. The risk assessment has been developed thorough following guidance from the Government and detailed guidelines from Oasis Community Learning. The risk assessment will be signed off by the Oasis national leadership team along with myself as Principal and will remain under constant review as we monitor our progress and as the country's situation changes.

In order to reduce the risk of transmission across the whole academy, each year group will be part of a year group 'bubble' that will stay together throughout each day, they will be taught in form groups and remain in one classroom for the majority of their lessons. They will also have break and lunchtimes together separate from all other year groups. This will reduce the number of contacts each student has with other year groups and reduce the chance of spreading infection.

Hygiene is an essential part of a safe return, and students and staff will be required to wash their hands thoroughly upon arrival at school, before and after eating, and after break times. Hand sanitiser will be used when moving to a different classroom. Hygiene will be



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everyone's responsibility, including all students, to ensure we make the academy as safe as we possibly can.

We will maintain intensified cleaning routines with a focus on regularly wiping down door handles and hard surfaces. As per normal, the academy will be cleaned every day and there will be disinfectant sprays and paper for cleaning purposes in each classroom.

What do I need to know for September?

School will reopen to Years 7 and 11 students on Thursday 3rd September at 8.15am. For Years 8, 9 and 10, school will commence on Monday 7th September at 8.15am. Year groups will have separate entrance and exit routes to enable for a natural staggered start and end to the school day.

Getting to and from school

The government continues to advise that students should try to avoid public transport especially at peak times and, where possible, travel to and from the academy by walking or cycling. We have staggered arrival times with this in mind – see point 3. We know that this will not always be possible, so please let us know any concerns around this.

Wearing face coverings is a requirement for using public transport for students over 11. There is advice online for people on how to make their own face coverings at home, using scarves or other textile items (you can read this advice by searching 'how to wear and make a cloth face covering').

These face coverings should cover the mouth and nose while allowing the wearer to breathe comfortably and can be as simple as a scarf or bandana that ties behind the head to give a snug fit.

Entrance and exit:

Students are asked to enter and exit the academy as follows:

- Year 7 - Student entrance, King William Street
- Year 8 - Hub entrance on Trafford Rd
- Year 9 - PE entrance on Trafford Rd
- Year 10 - Student entrance, King William Street
- Year 11 - The pedestrian gate to the car park on Trafford Rd

All entrances will be clearly labelled.

School will finish each day as follows:



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- Monday and Tuesday at 3.30pm
- Wednesday, Thursday and Friday at 2.30pm



Timetable:

The school day will be organised as follows:

8.15am	School start, hand washing, key information/messages
8.40am - 9.40am	Lesson 1
9.40am - 10.40am	Lesson 2
9.40am - 10.00am	Break for years 7,8,9
10.40am - 11.00am	Break for years 10,11
11.00am - 12.00pm	Lesson 3
12.00pm - 1.30pm	Lesson 4
12.00pm - 12.30pm	Lunch for years 7,8,9
1.00pm - 1.30pm	Lunch for years 10,11
1.30pm - 2.30pm	Lesson 5
2.30pm - 3.30pm	Lesson 6 (Monday and Tuesday)

Break and lunchtime arrangements:

- Break and lunch times will be staggered to reduce congestion and to support social distancing (see above).
- Toilets will be supervised at break and lunchtimes and cleaned frequently throughout the day.
- The menu of school meals will be a more limited one. At lunchtime there will be one hot and one cold option only, there will also be a vegetarian option.
- Students will pre-order food for break and lunch in the morning.
- Students are required to bring in their own water bottle for their individual use. These must be labelled and can be re-filled during the day. Shared jugs of water will not be available. Please note that fizzy drinks are not permitted.
- Students may bring in packed lunches, but they must remain within their bags throughout the day, and any rubbish should be taken home each day.
- To reduce the risk of transmission, all parents/carers will need to use ParentPay to pay for their child’s meals. Students will not be able to use the machines in the academy to put money on their accounts. If you do not have access to ParentPay please contact the academy for support with this, students who are eligible for free school meals will have their accounts automatically credited.

Attendance:

The government’s guidance is clear that students are expected to attend school from September following the DfE statutory guidance.

This means that parents have a duty to ensure that their child regularly attends school, and that schools have a responsibility to record attendance and follow up absence. Can I therefore remind parents and carers that holidays during term time are not permitted and



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fixed penalty notices will be issued should a holiday take place during the academic term. Term dates for 2020-2021 can be seen by visiting the academy website.

Parents and carers who are anxious about returning to school must contact the academy immediately to discuss their concerns.

Uniform:

All students are expected to return to the academy in September in full uniform. Uniform must be worn according to the academy uniform policy which can be accessed on the school website, students will be able to bring a bag but must keep items brought into the academy to a minimum. Can I remind parents/carers of the following expectations:

- Black blazer with academy badge
- Black tailored trousers or black pleated skirt must be worn - skinny trousers, tight fitting skirts or leggings are not permitted and skirts must not be rolled up at the waist
- Academy tie
- White shirt (short or long sleeved)
- Black flat-heeled shoes (no boots)
- Students may wear one pair of gold or silver studs in the lower lobe and a wrist watch but all other forms of jewellery are forbidden. If your child is planning on having any visible piercings, please ensure they are done in plenty of time for the completion of the healing process, as they will be asked to remove all jewellery on their return to the academy in September. **Facial piercings, including tongue piercings, are forbidden.**
- False/acrylic and painted nails are not permitted
- Only natural hair colours are acceptable, no tramlines or extreme hairstyles will be permitted. Headband and bobbles should be black and hair must be kept tidy

All uniform can be purchased from Nick's School Wear, Salford Shopping Centre, 07772 127985

In order to reduce the risk of transmission of the coronavirus please ensure all uniform is washed frequently in line with government guidance.

What will learning look like?

- We will be teaching the full curriculum, units of work have been adapted to include knowledge/topics/skills missed during lockdown
- Year groups will be allocated to a wing of the school where they will remain for the majority of lessons



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- Each classroom will be arranged with tables in rows, forward facing at a 2m from the teacher which must be adhered to at all times
- Students should not bring in any unnecessary equipment into school. We will be giving students their own pens and pencils to use while they are at school and these will be dedicated for their personal use
- They will use the same desk and will not routinely share resources
- Any unnecessary equipment has been removed from the classrooms
- Support staff will be assigned to each year group 'bubble'
- On occasion students may need to transition to a specialist classroom for some subjects, for example, Food Technology
- All curriculum maps are available for you to see on the academy website

Behaviour expectations:

- We will be making some minor amendments to our behaviour policy to reflect our new arrangements. We will publish this on the academy website's 'policies' page before the beginning of term.
- Students, as always, will be expected to follow the behaviour expectations fully

How will the school keep the students and staff safe from COVID-19?

- We will continue to act on the guidance from the government and the LA.
- To help us reduce the risk of infection, **we will not be able to receive visitors or parents until further notice.** During the day, we ask that parents communicate with us only via the telephone on 0161 886 6500 or email info@oasismediacityuk.org.
- Students will wash their hands/use hand sanitiser frequently throughout the day.
- Students will be expected to apply "Catch it, Kill it, Bin it" to coughs and sneezes or to elbow cough/sneeze. Tissues will be available in each classroom.
- We will have a number of one-way systems in place, and there will be 2m distance tapes in place around the academy so that students can be reminded of the need for distancing wherever possible. There will also be notices reminding students about the need for good respiratory hygiene and we will ensure ventilation wherever possible.
- When students arrive at school they will be required to wash their hands immediately. They will then be required to dispose of any temporary face coverings they may have been wearing in a covered bin, or place reusable face coverings in a plastic bag which they can pick up later when leaving to go home, and then wash their hands again before heading to their classroom. Students who wear face masks on the way to school must remove them on arrival by using the straps rather than the front of their mask.
- We continue to have a stock of PPE within the academy, including face-masks, disposable gloves, disposable aprons, hand sanitisers and soap, if required.



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- In light of government advice, we will no longer be undertaking thermometer testing upon arrival.

Suspected symptoms, a confirmed case, and multiple confirmed cases

- We will be following the government's direct guidance on what to do if there a student or staff member has suspected coronavirus symptoms or is confirmed to have the virus.
- We have provided this guidance at the end of Government Guidance and Frequently Asked Questions section below.

Summer provision:

Year 11 – Summer Learning

In order to ensure that your son/daughter makes a good start to year 11 we have put together a summer revision timetable. Search for 'Year 11 Summer Learning' on the academy website or click [here](#). All of the revision can be accessed online via a phone, laptop or tablet. Download or print off the timetable and support your child to engage in weekly revision, we recommend 3-4 hours each week.

Hub – Oasis Summer Sessions

Throughout the summer, our Hub will be open for students and families. There will be a full six-week timetable including youth clubs, film & game clubs, a youth leadership course (led by the Rio Ferdinand Foundation), employability sessions plus many more activities. Click [here](#) to see what is on offer throughout the summer or search for 'Oasis Summer Sessions' on the school website for more details. To sign up to any of the sessions click [here](#).

Safeguarding

Throughout the summer, we want to ensure that all of our families and students are happy and safe, and in addition to offering lots of activities we have set up an emergency helpline. Should you need support or advice in relation to a safeguarding concern you have please call our emergency helpline on **020 7921 4200**. As a school we are here to support you and if we can't then we will be able to point you in the right direction, click [here](#) to see a summary of the help available, alternatively search 'Services for families'.

To stay up-to-date with all information please use our Twitter, Instagram, Facebook and website pages.

Questions and feedback:

There is a lot of information here, but I wanted you to have the full detail of what we are doing to make the academy safe and welcoming for our students. While it will be a little different to normal, we will of course take the time to ensure all of our students understand the changes when we welcome them back, and will provide additional support for any of our



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young people who are apprehensive having been out of school for such a long time.

Below you will also find a section on the government guidance and frequently asked questions. If you still have any questions or concerns that are not addressed in this letter, please contact us at info@oasismediacityuk.org or 0161 886 6500.

Thank you as ever for your patience and understanding during this time, and the support you are providing to your child. We cannot wait to welcome them back in September so that they can safely and happily get back to their studies.

Yours sincerely,

Mrs Marie Dillon
Principal
Oasis Academy MediaCityUK



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Government guidance and frequently asked questions:

You may have questions about the Government's approach to reopening schools. I have summarised some of the [Government's latest advice](#) which I hope will address some of your questions. You can read the Government's full advice by searching 'DfE parents guidance.'

Is it safe to return?

The prevalence of coronavirus has decreased since schools restricted their opening to most students, the NHS Test and Trace system is up and running and we understand more about the measures that need to be in place to create safer environments in schools.

The scientific evidence shows that coronavirus (COVID-19) presents a much lower risk to students than adults of becoming severely ill, and there is no evidence that students transmit the disease any more than adults. There will still be risks while coronavirus (COVID-19) remains in the community, and that is why schools will be asked to put in place a range of protective measures.

More on public transport

As I explained overleaf, where possible, young people are encouraged to avoid public transport, particularly at peak times, and to walk or cycle to school. Where your child relies on public transport to get to school, and cannot walk or cycle, the [safer travel guidance for passengers](#) will apply. Face coverings are required at all times on public transport (for students over the age of 11).

Curriculum

The government has set out expectations on what schools are expected to teach when students return in September. Schools will continue to provide an ambitious and broad curriculum in all subjects. There may need to be changes to some subjects - such as PE and other practical subjects - to ensure they can be delivered safely.

Assessment and exams

The government recognises that young people will have missed a critical period of their learning due to lockdown in the 2019 to 2020 academic year.

For those students going into Year 11 and Year 13 from September, the government is planning on the basis that GCSEs and A levels will take place in summer 2021.

Extra-curricular activities

The Government advises that

- schools will be permitted to run breakfast and after-school activities. They must be delivered in line with the guidance on protective measures, so things may need to run things differently.
- schools can resume educational day trips, in line with the latest public health guidance and wider guidance for schools on the actions they can take to reduce risks.



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Suspected symptoms of coronavirus amongst the school community

The Academy will fully engage with the NHS Test and Trace process and contact our local Public Health England health protection team. Parents/carers need to be ready to:

- book a test if you or your child are displaying symptoms. Students must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop.
- provide details of anyone you have been in close contact with if you or your child test positive for coronavirus or if asked by NHS Test and Trace
- self-isolate if you have been in close contact with someone who develops coronavirus symptoms or someone who tests positive for coronavirus

Anyone who displays symptoms of coronavirus should get a test. Tests can be booked online through the NHS testing and tracing website. Parents must inform us immediately of the results:

- if you or your child tests negative, and if you or your child feel well and no longer have symptoms similar to coronavirus (COVID-19), you can stop self-isolating.
- if you or your child tests positive, you should follow the 'stay at home: guidance for households with possible or confirmed coronavirus infection' and must continue to self-isolate for at least 7 days from the onset of their symptoms and your child may only return to school if they do not have symptoms other than a cough.

Confirmed case of coronavirus amongst the school community

The academy will take swift action if we become aware that someone who has attended has tested positive for coronavirus. We will contact the local health protection team that will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate. Based on the advice from the health protection team, we would then send home those students who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual

The health protection team will provide definitive advice on who must be sent home, and we will keep a record of students and staff in each bubble to help in this instance.

Household members of those contacts who are sent home do not need to self-isolate themselves unless your child who is self-isolating subsequently develops symptoms. If someone in a bubble that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow 'stay at home: guidance for households with possible or confirmed coronavirus infection'. They should get a test, and:



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- if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period.
- if the test result is positive, they should inform us immediately, and must isolate for at least 7 days from the onset of their symptoms. Their household should self-isolate for at least 14 days from when the symptomatic person first symptoms had, following 'stay at home: guidance for households with possible or confirmed coronavirus infection'

If we have more than one confirmed case

If the academy was to experience an outbreak (2 or more confirmed cases of coronavirus among students or staff within 14 days, or if there is an increase in absence due to suspected cases of coronavirus), we will contact our local health protection team. This team will advise any additional action, though the closure of the whole school will generally not be necessary. Where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will focus on the person's class, their year group, the whole school, if necessary. If our local area sees a spike in infection rates, we may be advised to implement further measures.



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