



The Sutton Academy
Together Students Achieve

Principal: Mrs Alison Sherman

Dear Parents and Carers

May 2020

I hope you and your families are safe and well. Following Mrs Sherman's letter earlier in the week, below are further details on the academy's plans to provide safe face to face tutorials for Year 10.

The provision aims to start on the 1 June but will be dependent on the government feeling that the five key tests are met and that as an academy we have been able to work our way through the checklist to ensure the site is safe to open.

To be clear, students will not return to a normal academy day or experience before the summer holidays. We have made sure students have access to online learning throughout the lockdown but with Y10 approaching their exams next year it is imperative they have access to staff led tutorials to supplement their online learning. I apologise for the length of this letter but I think it is important I break down into as much detail as possible to prepare the students for what to expect. Our priority is the safety of both students and staff. To ensure this, I have gone into detail regarding the precautions that everybody needs to take.

The provision will initially start small and only increase once we feel comfortable to do so. Students will attend a 2-hour tutorial on site once a week. This will involve two 1-hour sessions in either Maths, English or Science. This will be on a rotation to ensure the subject your child missed out on in week 1, they would get in week 2. For example, in week 1 they may have a tutorial in Maths and English followed by a tutorial in Maths and Science in week 2. As students will only be on site for 2 hours this removes concerns over social distancing during breaks and lunch as they will not require a break over such a short period of time.

There are over 230 students in Year 10. To reduce the number of students on site at any one time we will be splitting the year group in half, asking the first half to attend an AM tutorial and the second half to attend a PM tutorial. Your child will be assigned to one of these tutorial slots per week. This will mean a maximum of 24 Year 10 students will be on site at any time.

To support social distancing, class sizes are limited to 8 students per class, with only 3 classes running at each time. Students will be assigned to a group and this will be their group for the time this provision runs. We are unable to move students between groups to ensure the chance of spreading any infection is reduced. Once we feel confident we are in a position to open, we will contact parents to let them know which class they have been allocated to from the table below. We aim to group students who, in normal circumstances, are in similar classes for Maths, English and

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Science so the content is relevant. We ask that students arrive before the tutorial starts to ensure a prompt start but no earlier than 15 minutes.

	Mon	Tues	Wed	Thurs	Fri
AM	Class 1 B1	Class 4 B1	Class 7 B1	Class 10 B1	Class 13 B1
9:15 – 11:15	Class 2 B1	Class 5 B1	Class 8 B1	Class 11 B1	Class 14 B1
First half	Class 3 B1	Class 6 B1	Class 9 B1	Class 12 B1	Class 15 B1
PM	Class 1 B2	Class 4 B2	Class 7 B2	Class 10 B2	Class 13 B2
12:15 – 14:15	Class 2 B2	Class 5 B2	Class 8 B2	Class 11 B2	Class 14 B2
Second half	Class 3 B2	Class 6 B2	Class 9 B2	Class 12 B2	Class 15 B2

Students will arrive through the normal standards gates. Hand sanitiser will be provided in the covered walkway and then they will be directed to their classroom. The site is being prepared to ensure clear markings are in classrooms and key areas to illustrate 2m social distancing. Hand sanitiser and tissues are currently being purchased as well as bins for the classrooms, which can be opened by a foot pedal. The rooms are being prepared to ensure students and staff are not at risk. Each room will only be used once that day then thoroughly cleaned.

Tutorials will be delivered from the front of the room and feedback provided by staff using the visualisers linked to the board. Students will already be used to seeing these in lessons. Students will stay in that room for both tutorials, with staff rotating to deliver the next tutorial. The policy at the academy is that all students attend fully equipped (pen, pencil, ruler, rubber). To avoid students sharing equipment this is even more important under current circumstances. Students will be expected to attend in full school uniform. We will provide students with an exercise book to use for all of their tutorials, which they will keep at home and bring into school along with the rest of their equipment.

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At the end of the tutorials, students will be dismissed one class at a time to ensure students can leave the site in a safe manner. Students are required to leave site immediately and not wait around for friends.

To ensure the academy is in a position to open we are completing all required risk assessments and will also be implementing an addition to the normal behaviour policy, as advised by the Department for Education. This will be available on the web site before reopening and will include a range of issues related to the current situation. We will inform you when this is ready so you can go through it with your child before they return.

In order to ensure that we have an accurate register of who will be attending the academy please can I ask you to complete the survey below, which will give us an idea of the number of students intending to return. You have until midnight on Sunday 24th May to complete the survey.

<https://www.surveymonkey.co.uk/r/KV75DMT>

There will be a number of reasons that students will be unable to attend the tutorials. This may be due to either students or family at home having underlying health issues or parents/carers generally feeling anxious regarding students attending. I absolutely understand this. To clarify the government's stance, there would be no prosecution for students not attending this provision. If parents, carers or students would like some reassurance regarding the provision, please do not hesitate to contact me.

We understand what a difficult time this is for all involved and I hope my letter shows the level of detail we have gone into when offering an educational provision for your child whilst also ensuring the safety of all concerned.

I intend to contact you again soon with further details on when the provision will begin but in the meantime please do not hesitate to get in touch with any questions. Thank you for your continued support.

Yours faithfully

P Willerton

Mr P Willerton
Senior Vice Principal

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