

Dear Parent/Carer

We are writing to you at this time as we feel it is important that you all realise that Queensbury Academy will not be the same place as it was in March when we closed. Our amazing academy is going to look and feel very different. We thrive as a community because we look after one another and care for each other; we will do our utmost to show our pupils and staff this care, but must now do so under guidelines that do not involve close contact.

Pupils will be placed in 'bubbles' and allocated a classroom and teacher/teaching assistant which may not necessarily be the classroom ordinarily linked to that particular subject and as this is the start of a new academic year they may also have a different teacher/teaching assistant. Pupils will remain in those classrooms for the majority of the school day, with the exception of PE activities and some Key Stage 4 option subjects. These individual bubbles will not mix or interact with each other, apart from bubbles within the same year group during the academy day. Bubbles will have a restricted part of the building in which they will remain, apart from moving to subjects where they will need to access specialised teaching rooms for example IT. Each Key stage will have a different start and finish time as well as a separate break and lunchtime meaning they only have contact with others in their year-group bubble.

Arrival and Departure

- Gates will open at 8.20am KS3 and 8.40am KS4
- Gates will close at 15.00pm
- Each year group have been allocated an entrance and exit gate to assist with social distancing

Monday – Friday

Year Group	Arrival Time	Arrival entrance	Departure time	Exit
Year 7	8.20am	Enter from Deanstones Lane through car park pedestrian gate and towards Student Reception Entrance	14.35pm	Exit opposite library on A floor
Year 8	8.20am	Enter from Deanstones Lane through gate next to the Lodge and alongside of car park towards entrance at end of English corridor	14.35pm	Exit at end of English corridor
Year 9	8.20am	Enter from Deanstones Lane through car park pedestrian gate and towards Student Reception Entrance	14.35pm	Fire exit near drama room
Year 10	8.40am	Enter from Deanstones Lane through gate next to the Lodge and alongside of car park towards entrance at end of English corridor	14.55pm	Fire exit near drama room
Year 11	8.40am	Enter from Deanstones Lane through car park pedestrian gate and towards Student Reception Entrance	14.55pm	Middle door exit

Queensbury Academy, Deanstones Lane, Queensbury, Bradford, BD13 2AS.

Tel: 01274 882214 Fax: 01274 884853 Email: office@qa.fetrust.org.uk Website: <http://queensbury-academy.fetrust.org.uk/>

Principal: Mr R Hanson



Queensbury Academy is part of the Feversham Education Trust - A Company Limited by Guarantee.
Registered Office : Deanstones Lane, Bradford, BD13 2AS. Registered in England No. 7697587



Being Prepared for the First Day Back in the academy:

It is important that your child arrives at their allocated time, they will be greeted outside the building by staff who will guide them to the correct entrance. Once at the entrance to the building, pupils will be asked to follow social distancing and hygiene routines as per current guidance.

Pupils will need to have the following items to be prepared for the day:

- A filled water bottle (there will be no access to water dispensers for safety reasons)
- A packed lunch, if they do not wish to purchase food at the academy (food must not be swapped or shared between pupils)
- Bus pass (as required)
- Pupil planner (once issued on the first day)
- A face covering (which pupils will need to wear in corridors and in any other communal areas where social distancing cannot be guaranteed. Pupils will be responsible for their own face covering)

Parents/Carers should bring any **medication for their child** to the academy when they return. This will be retained so please ensure you also have a supply at home.

Year groups will be based in designated areas of the academy for the majority of their lessons and teachers will move to them. This limits movement around the academy and helps to support the 'Bubble Model'.

Parents will not be permitted to enter the academy building (unless it is an emergency and with prior approval having been sought via a telephone call) or have direct contact with staff (staff can be contacted during opening times via email office@qa.fetrust.org.uk or calling the academy office 01274 882214).

Uniform for September

Pupils should return in full uniform. Please ensure that your child has all the required items of uniform for the September start. Please also ensure that by then your child's hairstyle and colour are appropriate and in line with the uniform policy.

If your child has PE timetabled on a certain day, we would ask that they attend the academy wearing their PE kit. They will wear this all day and will travel home in it. For this initial period, we are not able to facilitate changing and we have had to make a number of amendments to the PE curriculum to meet statutory guidance.

For the Autumn term only, as the weather becomes more inclement, on the day that pupils have PE, they are permitted to wear plain black tracksuit bottoms as an alternative to the academy PE shorts.

Classrooms

- In the classrooms pupils will sit at desks which adhere to social distancing guidelines.
- The classrooms will have all unnecessary furniture, equipment and soft furnishings removed.
- The classrooms will be cleaned throughout the day, bins will be emptied, desks and equipment will be continuously sprayed and wiped.
- Pupils will work at their desks, **they will not sit or work in groups**, they will have their own equipment, **they will not be able to share equipment**.
- In PE lessons, team sports will not be possible, but PE will still take place involving individual activities.
- Pupils will have regular opportunities to sanitise their hands

Break Time

- Each year group bubble will have access to an outside space to use at break time and lunchtime.
- Pupils will be allowed to bring a snack with them which should be consumed at break time, they must not share or swap snacks with another pupil.

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- The canteen will not be open for food or drink at break-times, hence the reason for asking you to supply your child with a drink and snack.

Lunch Time

- There will be a limited menu from which pupils are able to select their lunch if they normally eat at school. Pupils who would normally have a packed lunch must bring this each day, no pupils will be allowed to share or swap lunch with another pupil.

It is essential that parents/carers use ParentPay if pupils wish to purchase food from the academy. The usual pay machines will not be in operation during this time.

Academy Transport

Currently, face coverings are required on all public transport. We would advise you to contact the provider of your child's transport to discuss the details of the provision directly with them. The Academy will not be running its mini bus service during the initial return period.

Attendance and Punctuality

It is now compulsory for all pupils to return to the academy in September. Where your child remains critically or highly vulnerable as a result of being in a high risk group, please contact Mr Waters who will discuss this with their Student Support Officer. We will be recording absence in the usual way from September onwards and look forward to welcoming all pupils back into lessons at this time.

Teaching and Learning

In common with all other schools and academies, we learned a great deal about effective remote learning within a short space of time. In the event of any further temporary closures staff have been developing their work on teams and utilising national resources such as the Oak Academy. We are continually reviewing our remote learning provision to ensure it meets the needs of our learners if mandatory, localised closures are imposed in the future.

Teachers have also been planning their 'recovery curriculum' for several weeks now and staff inset days on 3rd and 4th September are dedicated to this. We will be spending some time consolidating areas covered during closure before moving onto new topics. In addition, we are planning further support for all our pupils but particularly Year 11 to ensure our provision meets their current needs.

It is important that pupils are aware that the library will not be available to them in the initial weeks of opening. As reading development is a priority for our Academy we will be providing reading material and books for use within individual bubbles.

Pupil Wellbeing and Support

We hope that parents/carers have found the support materials signposted on our website useful. We would particularly like to remind you of Young Mind (<https://youngminds.org.uk>) and Childline <https://www.childline.org.uk/> as helpful sources of advice and support. The NSPCC have also developed excellent resources for parent/carers relating to emotional health, stress, self-harm and bullying available by following this link: <https://www.nspcc.org.uk/keeping-children-safe/coronavirus-advice-support-children-families-parents/>

If you have any safeguarding or potential safeguarding concerns relating to our pupils please email our Safeguarding Officer, Mrs Jenkins at emily.jenkins@qa.fetrust.org.uk or contact Mrs Jenkins directly on 07395 922445.

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I hope you can appreciate the level of planning that has gone into reopening our academy and get a flavour of what the new 'normal' will be like until a vaccination can be found. If you have any concerns or questions please do not hesitate to get in touch with me.

Thank you for your continued support.

Yours faithfully



Richard Hanson
Principal

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