

August 2020

Dear Parent/Carer,

I hope you have had a pleasant and restful summer break with your family. We all appreciate that the summer holiday has not been a normal one and that the easing of lockdown restrictions has brought different challenges, as we adjust to new routines. This letter is quite lengthy but contains vital information for you and your child(ren), so it is important you take the time to read it.

I last wrote to you in the early summer to introduce myself. Over the past few months I have spent time getting to know the Leadership Team at the Academy and more recently working alongside them as well as Mr. Williams, to ensure we can reopen the Academy safely. Before I say more about that I would like to share that the Academy has been very busy over the summer break with a number of building and decorating projects being completed. There are now some refurbished staff changing facilities so that we can encourage and support more staff to cycle to work and avoid using public transport. RBKC have also worked with the Academy to install soundproofing on the Mugas and work continues on the LRC to rectify an earlier issue and will be completed later this week. The Academy has also had a deep clean and the Site Team have worked tirelessly to ensure teaching spaces, stairways and corridors can be set out and used effectively for the different Year Zones. The Academy building is a clean and safe environment. It is just waiting for the return of all students!

Exam results

As you know our Year 13 and Year 11 students did not take their examinations this year. Teachers were asked to submit a Centre Assessed Grade (CAG) as well as a ranking for each student in their subject. This was a rigorous process at Chelsea Academy and this information was duly sent off to the exam boards. Ofqual were due to standardise these grades using the now infamous algorithm. You will be aware that whilst this initially did happen for the A Level grades, Ofqual have reverted to mostly using Centre Assessed Grades for both GCSE and A Level students. However a small number of students have received their standardised grade as their final result, if it was a higher grade. We are also still waiting for some vocational results. Once we have all this information we will share final outcome data with you although the government is not requesting or publishing schools' data for 2020, and there will be no performance tables. However I would like to sincerely congratulate all our students on their results, and am especially pleased that all Year 13 students who wanted a place at University received one. They can now progress onto excellent and appropriate degree courses. We were also very proud and thrilled that five students got into Oxbridge, and two into Medicine and our first veterinary student. Students due to take examinations this year have had to contend with a challenging end to the year and have continued to work with determination and commitment. We are all very proud of what they have achieved. We welcome back a record number of students to our Sixth Form which continues to go from strength to strength.

Organisation of the day and learning

We are absolutely committed to getting all students back to the Academy to continue their learning. We fully intend to deliver a normal curriculum but there will be some modifications due to the government's reopening Guidance which says that students should remain in 'bubbles' made up of their year group. For example we cannot use the PE changing rooms safely and so have had to think innovatively how we deliver the PE curriculum. We have had to carefully plan how learning can successfully work on our site so that students and staff are safe and to ensure we remain compliant with the DfE guidance and prevent the transmission of the virus as much as possible. Our solution is that students will be taught and have recreational time in a Year Zone which will be in one specific area of the Academy. Nearly all lessons will be in this one area with the teachers travelling between zones, rather than the students. This minimises contact between students from other year groups. As with most schools we are adopting slightly staggered start and departure times to allow us to get students in and out of the Academy smoothly and quickly, again with minimal mixing of the year groups. Your child will be

allocated either an 8.30am or an 8.40am arrival time, and either a 3.20pm 3.30pm finish time. It is essential that students only arrive at their allocated time in the morning so that we can manage the arrivals. We appreciate that siblings will be travelling together and students may have to wait quietly outside for 10 or so minutes before their allocated arrival time into the Academy. No student will be permitted to enter the Academy before their allocated arrival time. More information about these timeslots will be shared during LCCD. We are also trialling a 'School Street' scheme which means that Burnaby Road at the junction of Tetcott Road (by the student entrance) will be closed to non-residential car traffic from 8am to 8.45am at the start of the day, and from 3.20pm to 3.50pm at the end of the day. Please bear this in mind if you bring your child to school by car.

First week of term

Tuesday 1st and Wednesday 2nd September are INSET days and no students should attend the Academy. Students in Year 7 and 12 will have had separate communications inviting them in for their Induction Day on Thursday 3rd September. We are really looking forward to seeing these students who are starting the next stage of their education. Learning Coach Consultation Day will take place remotely on Friday 4th September. All parents of existing students and Year 7 students will have received an email with instructions of how to book an appointment using our Parents Evening System. Newly enrolled Year 12 students will receive details of how to book their appointment this week. If you have not already signed up for an appointment please do, as this will be an excellent opportunity to start the year positively and hear all the right information regarding our reopening.

Week commencing 7th September

The following week we are inviting year groups from Year 7-11 in for a half day return to the Academy. This session will allow students to go through the new routines and expectations and walk round their designated Year Zone. They will then return home. There will be food available during the allocated break, both to purchase and for students who receive free school meals. There are separate arrangements for Year 12 and 13 during this week which will be communicated via the Sixth Form team.

Time Slot	Monday 7/9/20	Tuesday 8/9/20	Wednesday 9/9/20	Thursday 10/9/20	Friday 11/9/20
9.00 am to 12.00 pm (break 10.30 am - 10.45 am)	Year 11 Only	Year 9 Only	Year 7 Only	All students in - normal day	All students in - normal day
12.30 pm to 3.30 pm (break 2.00 pm - 2.15 pm)	Year 10 Only	Year 8 Only	Sixth Form Only		

The first full day for all students will be Thursday 10th September. When students attend their induction half day we will be showing them their new entrance and exit points as these are different depending on their Year group. I appreciate this is a slightly later start than we would normally have but it is essential we ensure all students understand the different routines and structures now in place. For reopening and re-engagement with learning to be successful we must use this approach. I do thank you for your understanding as we recognise this may cause some issues for the care of younger students.

C-19 precaution measures

If students have travelled on public transport they should remove their mask on arrival, making sure they clean their hands before and after. There are multiple hand sanitizer pumps in the Academy as well as the basins in the student toilets. We would very much encourage you to send your child in with a small hand sanitiser as well so that they can use this whenever they need to. Students can choose to wear masks in and around the building; these should follow the guidance we give for non-uniform days, i.e no football clubs, and nothing offensive; logos must be discreet. Students are not permitted to wear gloves inside the Academy building. Currently lockers are unavailable for student use, so students will need to keep everything they need for the day with them. As mentioned above PE changing rooms will not be in use until further notice, so further details about appropriate dress/ kit on the days when they have PE will be issued before the start of PE lessons.

Break and Lunch

We have worked with our caterers to ensure that we can continue to provide a nutritious and hot food service. There will be a break and lunch service provided for any student that wants to purchase food or is eligible for

Free School Meals. This will be in the form of individual containers of hot or cold food as well as snack items, although the range of choices on offer will be less than students are used to. Students will take delivery of their food in an allocated area in their Year Zone. All students will be issued with a new swipe card as we cannot currently use the biometric system. Can I make a plea that you top your child's account up online using ParentPay rather than use the top up devices at the Academy wherever possible? This will reduce congestion and different year groups mixing.

Uniform and equipment

All students are expected to return in full Academy uniform. Please remember that if you need to buy new uniform from our suppliers, School Uniform Direct, they now require you to make an appointment at their shop to be able to try items on.

All students in Years 7 to 13 will be issued with a pencil case with key equipment. Teachers will not be able to loan equipment to students, nor should students borrow from other students.

Behaviour

We have made some further adjustments to our Behaviour policy in response to the pandemic and its impact on Academy life. The Heads of Year will be going through these changes with students on their return to the Academy so that they are clear of the expectations. These amendments ensure that the Academy is a safe space and that any discriminatory behaviours re: C-19 are not tolerated. The government fully supports schools in their reopening and expects teachers to ensure high standards of behaviour and attendance are maintained, as has always been the case at Chelsea Academy. We will need the full support of students and parents in our endeavour to adjust to the new normal.

Prevention of C-19

We are all aware that the virus is still being transmitted and that we must all remain vigilant; washing our hands frequently, wearing masks whenever required and keeping our distance from others. We are planning on ensuring social distancing as far as possible and desks will be front facing as per the Guidance. Please also see the following section from the DfE Guidance regarding the prevention of the virus spreading. It is essential that we all know and understand the procedure should an individual fall ill with one or more symptoms.

Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school

Ensuring that pupils, staff and other adults do not come into the school if they have [coronavirus \(COVID-19\) symptoms](#), or have tested positive in at least the last 10 days, and ensuring anyone developing those symptoms during the school day is sent home, are essential actions to reduce the risk in schools and further drive down transmission of coronavirus (COVID-19).

All schools must follow this process and ensure all staff are aware of it.

If anyone in the school becomes unwell with a new and persistent cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they should self-isolate for at least 10 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19).

If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms.

Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms

Any student who displays symptoms whilst at the Academy will be moved to a room where they can be isolated behind a closed door and parents will be contacted. It is incredibly important that we have emergency contacts (with working phone numbers) for all students. The Academy will then work in conjunction with Test and Trace and RBKC to identify which students may need to be sent home to self-isolate. These would be students who had been in close contact through the Year Zone. Members of these households would not need to automatically self-isolate, unless the child or members began to show symptoms. Please ensure that when calling to notify us that your child is sick, either during a period of self-isolation or having been at school, that you specify whether your child has Covid-19 symptoms or not.

Reducing contact

We have made a number of changes to reduce unnecessary contact, and therefore risk, for the first term at least. This means that currently no trips or visits will take place and assemblies will be less frequent. We will also aim to hold all our parental and information evening events virtually to minimise contact and visitors to site. Please can I ask that if you wish to meet with a member of staff you pre book an appointment with them, and do not turn up unannounced as you will not be admitted on site.

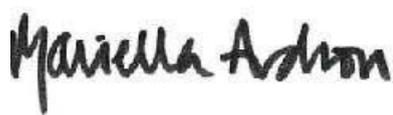
As I said earlier, a rather long letter so thank you for reading and for taking the time to share some of the important information with your child. We cannot wait to have our Academy full and bustling with students. Staff will be onsite from next Tuesday to prepare for the reopening and ensure that the return to school is a wonderful and positive experience for all students.

It is quite an extraordinary time to be taking over as Principal but I have been both fortunate and blessed to work with an outstanding Leadership Team and Governors over the last few months. Alongside supporting me in the reopening plans they have also managed the A Level and GCSE results so as to best support students and ensure they have not been adversely affected by the fiasco of the last three weeks.

After a long lockdown, I am certainly looking forward to sending my own children back to school in the next fortnight. I want you to feel reassured that we will do everything to ensure as quick, safe and smooth a return to the new normal as we can. Staff are participating in additional training to support the return of our students, some of whom will be understandably anxious about returning. The half day session for each student during the week of the 7th September will also allow students the time and space to share any concerns they might have about the return. If you are worried please do not hesitate to contact your child's Head of Year. May I also remind you that any students who have returned from a country that is not exempt from the self-isolation requirement, must follow the regulations and complete the 14 day self-isolation period.

Finally do please keep our Academy community in your prayers as we reopen for all students. I very much look forward to meeting the students over the next fortnight.

Yours faithfully,



Mariella Ardron
Principal