



# THE WELLS ACADEMY

*Be kind. Work hard. Achieve greatness*

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Dear Parent/Carer

As day one of the new half term finishes, I wanted to write to update you on a number of issues ready for the start of the new term.

Firstly, I would like to thank you all for your amazing support over the previous half term in such challenging and testing of times. The launch of the new Wells Academy has been a huge success and the impact of our new expectations has been remarkable. Behaviour has been excellent and the learning that is taking place in such a calm and academic environment is a joy to see. Thank you for your support with our new systems and policies which will have a profound impact on your child's future and examination results.

With all students having returned to the academy today I wanted to remind you of our plans and procedures to ensure a safe return to school and also communicate with you the procedures if we are required to send individual students, a year group bubble or the whole school home to self-isolate due to the ongoing COVID situation.

Our robust health and safety measures ensure the Academy continues to be as safe as possible for all other pupils and staff, and your child should continue to attend if they remain in good health and not show any COVID-19 symptoms. We are also continuing to work closely with the Department for Education and the Trust to ensure this risk continues to be minimised as much as possible and will remain in contact with our parents and carers to provide regular updates and information.

## **COVID procedures**

### Hand washing & social distance

All students are required to wash their hands regularly throughout the day with hand sanitiser provided by the academy or using soap and warm water. This is required at the start of the day, upon entry to each classroom and after break and lunch.

Where possible all students are expected to observe social distancing. This is defined as remaining 2 metres away from staff and other students at all times and ensuring that any contact within this distance is not for any longer than 15 minutes.



KINDNESS



RESILIENCE



GREATNESS

## Face coverings

With Nottingham having entered tier 3 lockdown on Friday 30<sup>th</sup> October and the national lockdown being announced, the wearing of masks in communal areas and corridors is now mandatory. Students will be required to wear a face covering when entering the building and until they are in the classroom. We strongly advise that students wear a face covering whilst in lesson, however this is not yet mandatory.

If any students are not able to wear a face covering due to medical conditions, then parents/carers will need to inform the academy so that appropriate measures can be put in place to ensure the safety of themselves and others.

The Academy keeps a small number of masks available for students who do not have one. Our behaviour policy reflects the need for students to wear masks and how we will approach any students refusing to wear one without a medical exception.

## **Update to the Behaviour Policy**

In light of the Covid-19 outbreak, we have updated our Behaviour Policy to ensure that students act in a manner that fully supports the safety measures that have been put in place during the COVID-19 pandemic and national crisis. If an action now results in the potential compromising of a person's ability to socially distance and stay safe, it will be treated in a more serious manner. Please refer to the updated Behaviour Policy on the Academy website or following the link provided here ([https://www.thewellsacademy.org/\\_site/data/files/documents/F076F8E2AFF8D2B614F4E0936A7AAF36.pdf](https://www.thewellsacademy.org/_site/data/files/documents/F076F8E2AFF8D2B614F4E0936A7AAF36.pdf))

Students will be expected to adhere to guidance around social distancing and movement around school, using designated zones of the school as instructed, safely disposing of tissues and not sharing personal items.

## **Identifying students/staff who need to isolate**

If the academy is informed of a positive case of COVID-19 we are required to carry out a tracing activity which allows us to identify people who will have been a proximity contact. Please contact us immediately if you your child has a positive COVID test and please keep them at home if they have any of the symptoms.

A proximity contact is someone who:

- 1) Has been within 1m of the infected person, during their infectious period, for more than 1 minute*
- 2) Has been within 2m of the infected person, during their infectious period, for more than 15 minutes*

The infectious period is classified as the two days before the result of the infected persons test or from when they began to display symptoms. The academy will use seating plans and knowledge of the student's social group to identify who these proximity contacts are. Interactions outside of the academy will not be considered, unless this information is provided to us. Due to the lockdown guidance mixing of households outside of school should not be taking place.



## **Sending proximity contacts home**

If a student is identified as being a proximity contact then their parent/carer(s) will be called and informed that they must self-isolate for 14 days. Whilst waiting for this contact to be made these students will be isolated from the rest of the students in the academy.

If a parent or carer cannot be contacted, then a home visit will take place and the student will remain isolated at school until contact can be made or the end of the school day.

Students will be provided with a work pack to last the duration of the isolation period and remote learning will also be uploaded to TEAMS to be accessed via a device at home. Students in receipt of free school meals will be given a lunch when they leave, and parents/carers will be issued with free school meal vouchers during the isolation period. These vouchers are ordered on a Tuesday and Thursday and are emailed to parents/carers within 24 hours. If you do not have an email address the vouchers will be posted to you, which will take an additional day to arrive. Please ensure the academy has your most up-to-date postal and/or email address.

## **Whole year group or bubble closure**

If guidance from Public Health England is that we will need to send home an entire year group bubble or the whole school the following procedure will take place:

1) A text will be sent to inform parents/carers that their child will need to be sent home.

2) Parent/Carer will need to respond with the date of birth of their child/children with:

- **YES** confirming they are able to leave the site unaccompanied.
- **COLLECT** confirming that you will be collecting their child.
- **NO** confirming that they are not able to safely leave the academy or be collected at present.

Any parents who reply **NO** will need to make arrangements for their child to leave school as soon as possible and contact the academy once these are arranged. Please ensure that if you receive this message you respond, with the DOB of your child/children, via text message.

In the event of a year group bubble or whole school closure the same actions, regarding work and free school meals, will be taken as those stated in the previous section regarding isolation for proximity contacts.

Thank you once again for your support in these challenging times. The welfare and safety of pupils, staff and the community is vitally important to us and we are confident these measures provide this for them.



Mr Shepherd  
*Proud to be Principal of The Wells Academy*

