



In Partnership to Educate, Nurture & Empower

Abbey Grange C of E Academy

Butcher Hill
Leeds
LS16 5EA

Tel: 0113 275 7877

Fax: 0113 2754784

Website: www.abbeygrangeacademy.co.uk

Email: info@abbeygrangeacademy.co.uk

Co-CEO: Ms Catherine Garrett

Co-CEO: Mrs Helen Pratten

Principal: Mr Jon Norden

28th August 2020

Dear Parent/Carer

Re: Some important information about your child's return to school

As we approach the last week of the holidays, I want to remind you about one or two key aspects of our reopening plan, as well as to inform you about the academy's approach to face masks.

1. Face Masks

In the last few days guidance around the wearing of face masks, from both the World Health Organisation (WHO) and the UK government, has changed. The WHO now recommends the wearing of masks for secondary school aged children, in circumstances where social distancing is more difficult, and the Department for Education has now decided to allow schools to make decisions about mask wearing based on their individual circumstances.

In that light, we have decided that all staff and students at Abbey Grange should wear a face mask in communal spaces and corridors, as an addition to the other safety measures that are already part of our Risk Assessment. As a large school, with seven separate year groups, we think that this measure will be helpful in protecting staff and colleagues, as well as providing additional reassurance as we all return to school. This will be in place from the start of term. Official guidance remains that students should not wear masks once they are in their classroom.

Students will therefore need to arrive at school with a face mask, as well as a sealable plastic bag in which to keep the mask when they are not wearing it. Masks should be plain – just one colour, and without patterns or writing. Of course, any students travelling by public transport or on our school buses will need to be wearing a mask during their journey too.

I have attached to the bottom of this letter government guidance on how to wear a face covering, and what to do when wearing it and taking it off. Please talk through this guidance with your child.

There may be a few students who are exempt from the wearing of a face mask for reasons of health or disability. If this is the case for your child, please contact school to make us aware.

2. Start of term arrangements

Just to reiterate the guidance that was sent out previously, the first week of term is different to previous years. We are very aware of the need to clearly explain to our students the new procedures that are in place as part of our Risk Assessment and Reopening Plan, and are therefore gradually introducing year groups 1 or 2 at a time in order to allow this to happen as effectively as possible. The start days for each year group are as follows:

Monday 7th September: Training day – no students in school

Tuesday 8th September: Year 7 students at 10.30am. Year 12 students at 11am



Wednesday 9th September: Years 11 and 13 students. Normal start time

Thursday 10th September: Years 8 and 10 students. Normal start time

Friday 11th September: Year 9 students. Normal start time

Once a year group has started, they continue to attend from that day onward. The only exception to this is Year 12 students, who have a separate induction schedule for the first week, which has been sent out. Students in Years 7 to 11 are expected to be in full school uniform.

Yours faithfully



Mr J Norden
Principal

How to wear a face covering (Department of Health Guidance)

A face covering should:

- cover your nose and mouth while allowing you to breathe comfortably
- fit comfortably but securely against the side of the face
- be secured to the head with ties or ear loops
- be made of a material that you find to be comfortable and breathable, such as cotton
- ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used)
- unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged

When wearing a face covering you should:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on
- avoid wearing on your neck or forehead
- avoid touching the part of the face covering in contact with your mouth and nose, as it could be contaminated with the virus
- change the face covering if it becomes damp or if you've touched it
- avoid taking it off and putting it back on a lot in quick succession (for example, when leaving and entering shops on a high street)

When removing a face covering:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing
- only handle the straps, ties or clips
- do not give it to someone else to use
- if single-use, dispose of it carefully in a residual waste bin and do not recycle
- if reusable, wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric
- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed