

28/08/20

Dear Parent / Carer

September 2020

I hope you and your family are well and have had a safe and restful summer break. All our staff are very much looking forward to welcoming all learners to the academy on their first day in September, for Induction.

Following the Chief Executive update dated 26/08/20, I write to provide you with further details regarding our September reopening plans. Attached you will find an overview of the Induction process. It details the start time, end time and the zone each year group has been allocated. Attached is also a map of the academy, detailing each zone that we have produced in preparation for learners return.

There is a detailed risk assessment available on the academy website under the COVID-19 tab. To help alleviate anxiety, please familiarise yourself with this and contact us directly should you have any concerns. Over the coming weeks, we will be updating the COVID-19 area of the website to provide further detail on our individual academy arrangements.

As noted by the Chief Executive, our Values Driven Expectations (VDE) behaviour model will remain the same. We will continue to have a high standard of behaviour in our academy to ensure a safe environment for all. It is important, in line with our risk assessment, that learners bring their own equipment to school. For further information on VDE and equipment, please see the Parent/Carer Booklet 2020, which can be found under the Parent tab of the website.

Please note that as detailed in the Chief Executive update, all learners and staff will be required to wear a mask in communal areas and corridors: this should be a plain colour. Guidance on how to wear a mask is also available on our academy website under the COVID-19 tab.

I hope you find this information useful in the first instance. We will endeavour to keep you updated at every stage of your child's return and look forward to fully reopening our academy next week.

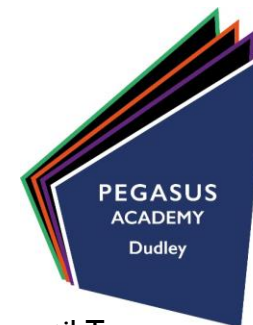
Yours faithfully

Mr A Landers
Principal



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Pegasus Academy

Phase I – Induction

As per the below plan, Induction includes a staggered return for each year group. For example, Year 8 learners do not return until Tue 08/09/20, however they will continue to attend school as normal from this date. It is important to note that Tue 01/09/20, is an Inset Day and no learners are to attend the academy on this day.

<u>Date</u>	<u>Detail</u>	<u>Start time</u>	<u>End time</u>	<u>Entrance</u>	<u>Zone</u>
01/09/20 (Tue)	Inset Day	8.30am	3.00pm	Main Entrance	Departments
02/09/20 (Wed)	Year 11 Induction	8.30am	2.50pm	KS4 Entrance (Purple Route)	KS4 Purple Zone – B Block – Year 11 Floor
03/09/20 (Thur)	Year 7 Induction	8.30am	2.30pm	KS3 Entrance (Orange Route)	KS3 Orange Zone – A Block Year 7 Floor
04/09/20 (Fri)	Year 10 Induction	8.40am	2.40pm	KS4 Entrance (Purple Route)	KS4 Purple Zone – B Block – Year 10 Floor
07/09/20 (Mon)	Year 9 Induction	8.50am	2.50pm	KS3 Entrance (Orange Route)	KS3 Orange Zone – A Block Year 9 Floor
08/09/20 (Tue)	Year 8 Induction	8.40am	2.40pm	KS3 Entrance (Orange Route)	KS3 Orange Zone – A Block Year 8 Floor

PE Kit

There will be no practical PE for first the 2 weeks with classroom based lessons only. Therefore, if you are still awaiting kit to arrive from Surridge Sport then please do not worry. If you have ordered kit and asked for it to be delivered to school, this will be issued to your child during the first week for them to bring home. If you have not yet ordered PE kit then this can be ordered via the online shop at <https://www.surridgesport.com/pegasus-academy-dudley>.

It is proposed that when learners return to practical PE, where possible this is outside with limited access to changing facilities. This will be reviewed regularly.

Phase 2 – Autumn Term

Please find below plans for the Autumn term, including start and end times and the timings for lunch and break. We have also included details of the curriculum that will be delivered to learners and how our learners will be supervised in their ‘bubbles’.

<u>Year</u>	<u>Entrance</u>	<u>Zone</u>	<u>Start time</u>	<u>End time</u>	<u>Break time</u>	<u>Break location</u>	<u>Lunch time</u>	<u>Lunch location</u>	<u>Detail</u>
7	KS3 Entrance (Orange Route)	KS3 Orange Zone – A Block Year 7 Floor	8.30am	2.30pm	10.30am – 10.55am	KS3 Yard (Back Court) + Main Hall	12.45pm-1.15pm	Main Hall and Back Court	Clear KS3 ‘Orange Zone’ has been created with own entrance, toilets, outside space and lunch venue set up. Staggered breaks/lunches/times of day ensure Year group bubbles maintained.
8	KS3 Entrance (Orange Route)	KS3 Orange Zone – A Block Year 8 Floor	8.40am	2.40pm	10.40am-10.55am	Quad + Main Hall	12.15pm-12.45pm	Main Hall and Back Court	One-way system to be remain in A block. With hand sanitizing stations on the entrance to all classrooms. Teachers to hold students in rooms until dismissed by SLT at beginning of Break/Lunch to ensure corridors are clear.
9	KS3 Entrance (Orange Route)	KS3 Orange Zone – A Block Year 9 Floor	8.50am	2.50pm	11.00am-11.15am	KS3 Yard (Back Court) + Main Hall	1.15pm-1.45pm	Main Hall and Back Court	Year 9 Zone has had science benches removed and replaced with pupil desks. Learning Managers have moved to offices within Year Group Zones. TA’s have been allocated to year groups to support.
10	KS4 Entrance (Purple Route)	KS4 Purple Zone – B Block – Year 10 Floor	8.45am	3.00pm	10.40am-10.55am	KS4 Yard (Bottom Court) + Canteen	12.15pm-12.45pm	Canteen and Bottom Court	Clear KS4 ‘Purple Zone’ created with its own entrance, toilets, outside space and lunch venue. Staggered breaks/lunches/times of day ensure year group bubbles are maintained.
11	KS4 Entrance (Purple Route)	KS4 Purple Zone – B Block – Year 11 Floor	8.30am	2.45pm	11.00am-11.15am	KS4 Yard (Bottom Court) + Canteen	1.15pm-1.45pm	Canteen and Bottom Court	Technology Block has not been used as a Year group base to allow Year 11/10 option subjects to run. Learning Managers moved to offices in Year Group Zones. TA’s allocated to year groups

Supervision plans

At the Start of day, the Senior Leadership Team will meet and greet learners on both gates each morning with staff in rooms and ready to receive learners. A new KS4 gate has been created and staggered start times ensures year groups are kept separate.

During lesson changeovers, a staggered movement of learners will take place to reduce overcrowding in corridors before staff will move to their next class. Learning Managers and the Senior Leadership Team will ensure learners follow clear instructions and are ready to begin learning as their new member of staff arrives.

At break and lunchtime, staff will keep learners in their teaching room until they are dismissed by the Senior Leadership team or a Learning Manager to ensure that they do not mix with other year groups. Each year group has been allocated a specific zone in the school which ensures that they maintain separation from other year groups during these times:

- Years 7, 8, 9 – Main Hall, Back Court at staggered times
- Years 10,11 – Canteen, Bottom Court at staggered times

Please note that we will be offering a reduced menu in the first instance. In the first 2 weeks, it will be cold lunches only in the form of grab bags. After the first two weeks we will be offering a hot menu but with a reduced number of choices in order to run multiple lunch venues. Learners are free to bring a packed lunch with them.

At the end of the day, teaching staff will escort learners off the school site by walking them out via the correct exit point. Senior Leadership Teams and Learning Managers will ensure that learners do not congregate around the school gate or bus stops.

Cleaning and toilet supervision

Both the KS3 and KS4 Zones have their own allocated toilets and will be cleaned on a 30 minute cycle and between staggered lunch and break times. There will be two full time cleaners on site at all times to clean both learner and staff toilets as well as door handles/stair rails in communal areas. Hand washing facilities will be regularly checked and sanitizers replenished during the cleaning cycle. Duty staff will regularly check the toilets during lessons and at lesson changeovers and report any issues immediately.

Hand sanitizing stations will be on the entrances to all teaching blocks, in toilets and in break and lunchtime venues as well as the entrance to all classrooms.

Transport

Learners will be reminded of the rules for Public Transport including the wearing of facemasks during their full day induction.

Fire Evacuation

New fire evacuation points have been set up that ensure learners do not mix with other year group bubbles. Learners will undertake a fire drill during their full day induction.

Reopening Site Map

