



Mount Hawke Academy

Head of School: Miss C Biddick

September 2020 Plans – in year starters

Dear Parents

Thank you for choosing Mount Hawke Academy for your child. Please take time to read this information and if you have any questions that haven't been answered, do get in touch and we will do our best to answer them.

We have detailed Risk Assessments and protocols in place to make Mount Hawke Academy as safe as possible, as well as being a place where our children can continue to flourish.

Drop Off and Pick Up Arrangements:

We have to minimise the amount of adults on site, so we operate staggered drop offs and pick-ups, based on surname.

Our drop off zone for children coming by car is in operation and the school buses run too. Children who walk or bike to school come up the side path into the playground and may be accompanied by one adult. Please help us in making drop off as quick as possible by saying goodbye to your child before you reach the yellow line so that they are ready to walk up across the playground and straight into their classroom, where their teachers will be waiting. The adult follows our one-way system out of the new gate into Rodda's Road. As soon as the children enter the building, they wash their hands.

At the end of each day, the one-way system will be in operation again. Only one adult per family can collect the children from the classroom door / exit area in the playground and no adults should gather on the school site. Please socially distance while waiting for your child to come out of class, and then make your way straight out of the new gate into Rodda's Road.

It is still so very important for us to know anything that could affect your child's well-being or learning but we will not be able to have our traditional conversations at the classroom door, so for now please email or phone the school office and the teacher will respond as soon as possible.

From Tuesday 8th September Timings for Drop Off and Pick Up – based on surname

- | | | | | |
|-----------------|-------------|-------------|-----|-------------|
| • Time A | A-H: | 08:30-8:35 | and | 15:00-15:05 |
| • Time B | I-P: | 08:35-08:40 | and | 15:05-15:10 |
| • Time C | Q-Z: | 08:40-08:45 | and | 15:10-15:15 |

For collection, the gate will be open at 14:50.

T: 01209 890230

E: hello@mounthawke.org W: www.mounthawke.org

Mount Hawke Academy, Rodda's Road, Mt Hawke, Truro, Cornwall TR4 8BA

A Company Limited by Guarantee. An Exempt Charity
Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





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Classes and Bubbles – we are very conscious that children are social beings who need to interact and play. Young children are not expected to social distance within their class. From Year One, the children's tables are in rows in class, but the children are still able to move around the class. Children are taught and discuss the benefits of social distancing, but we appreciate that this distancing is not always be possible, particularly with the youngest children. We endeavour to minimise potential for contamination so far as is reasonably practical. Adults will socially distance between themselves and when appropriate, from children. To minimise infection chances, children are in class 'bubbles' that are then in larger 'bubbles'. Our four big bubbles are EYFS, Key Stage One, Lower Key Stage Two and Upper Key Stage Two. Our bubbles have separate zones or times for play and lunch, again to minimise the risk of infection. Children may mix across classes for sessions such as phonics and small group interventions.

Lunches – Aspire Catering provide the usual school dinners which can be booked via Parent Pay, or children can bring in a healthy packed lunch.

Hygiene and Cleaning – within school, everyone adheres to a robust hand hygiene routine, which includes regular hand washing and hand sanitising. Good ventilation is promoted throughout the school. All staff promote a "Catch it, Bin it, Kill it" approach. We have enhanced cleaning arrangements throughout the school. In line with schools' current guidance from the Department for Education, no children on the school site should wear a face mask.

Uniform and Equipment – we expect our children to wear our school uniform. On PE days, we encourage all children to come to school wearing their PE kit. This can now include a MHA hoodie, available from Keywear (01872 242233). Your child's teacher will let you know which day this is. Water fountains are not in use, so please do send your child in with a labelled water bottle for use in class – only water please. The Free Fruit Scheme is operating again (for EYFS and KS1 only) and you are also welcome to send your child in with some healthy fruit or veg snacks (not crisps, chocolate, etc). We are a nut free school.

We spend a lot of time outside too, even in the rain, so please make sure that your child comes with a coat. We also have windows open, so do make sure they have a sweatshirt or cardigan.

Years Five and Six are making use of the field during their lunch break to help with bubble distancing, so bringing in a pair of wellies that can remain in school would be a great idea.

Breakfast Club & Playzone - these are open from 7.45-8.30 and 15.00-17.30. Numbers are limited to 20 for both provisions and are for keyworker children only initially. Parents must book in advance for Playzone and/or Breakfast Club. This is to ensure that it is a consistent small group. This will be reviewed regularly.

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Clubs / Peripatetic Lessons – some clubs and music lessons are running, but we will not be able to offer brass, football or dance until we get further guidance.

Curriculum - particular focus is paid towards reading and number, in particular the four operations, and we are still maintaining a broad and balanced curriculum. Reading with your child each night has huge benefits to your child's learning and, as ever, we would appreciate you supporting your child with this.

Celebrations and Behaviour - as usual, our behaviour expectations are communicated clearly to all our children. Rewards continue to be primarily through the use of our Reward Tickets, which are now be collected in class, and celebrated each Friday, and our children will continue to be rewarded for specific, positive behaviours. We link up all classes each Friday via Teams to present our Celebration and Achievement Certificates while we cannot hold assemblies in the hall.

Homework - we continue to encourage all homework to be completed, including continuing with Spelling Shed, Numbots and TT Rockstars. It is expected that children continue with their love of reading and read regularly at home. Your child's teacher will give you more details about this.

Remote Learning - in the event of a partial or full lock down, we will provide remote learning. This will take place in the form of either online learning through Tapestry (EYFS), Seesaw (KS1) and Google Classroom (KS2) (should the child have the equipment to do so) or paper-based learning. The learning will be closely linked to the learning that the children would have done in school.

Resources - each bubble has their own resources which are cleaned regularly. Children have their own labelled pen / pencil and other equipment to use, provided by us in a pencil case. Following the use of PE equipment, it is cleaned meticulously before the next group uses it. Children should only bring in essential items into school such as: hat, sun cream, lunch and a coat. Please name everything that you send in!

Test and Trace – the school is actively engaged with the NHS's Test and Trace protocols. Should any parent, child or staff member display any symptoms of COVID-19, we would strongly encourage them to book a test. Tests can be booked through the NHS's testing and tracing website. Parents should inform the school of test results immediately. Should test results be negative and the person feels well with no symptoms similar to COVID-19, they can stop self-isolating. Other members of the household can stop isolating too. If someone tests positive, they should follow the government's 'Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'. Should there be a localised outbreak, we will follow local health protection advice at the time.

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Visitors on Site – only essential visitors will be allowed to come into the school and this is by appointment only. All visitors on site are logged for track and trace purposes, as well as for evacuation procedures.

School Office - initially, the school office will be closed for contact in person. Any requirement to speak to a member of the admin team should be done via telephone: 01209 890230 or email using hello@mounthawke.org

I appreciate that this is a very long document, but I hope that its contents help to reduce any anxieties that you or your child may have, and reassures you that we are doing our best to remain COVID secure for the benefit of our whole community. If you look at our Social Media pages, I hope that you will see that even as we take the care of our children and staff very seriously, we are still able to provide a warm, welcoming and positive learning environment for everyone.

We look forward to welcoming you to our school soon.

Best wishes

Catherine Biddick
Head of School

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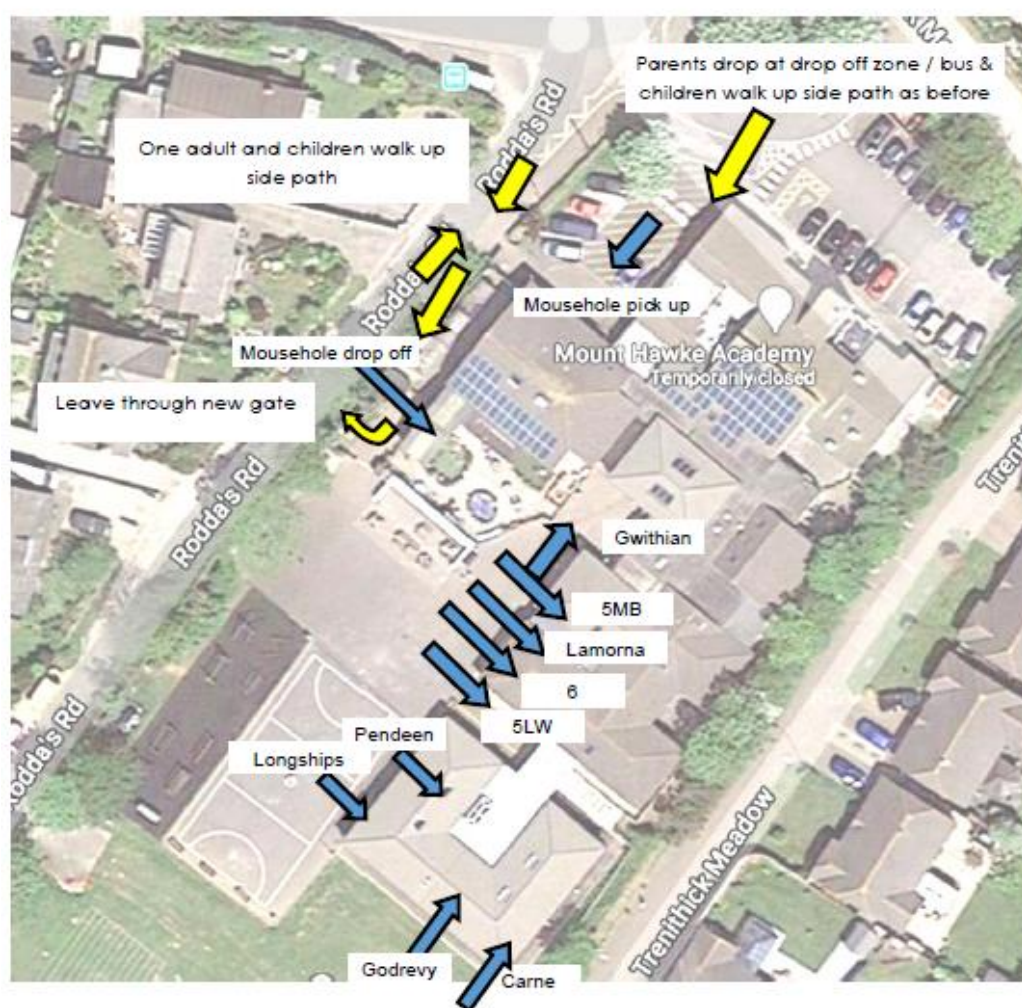
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Mount Hawke Academy - from September 2020

At the start of the day, come in through the usual wooden gate in Rodda's Road, and make your way up the side path. At the top of this path, where an adult will be on duty, please say goodbye quickly. Children walk through the playground and straight into their classroom, where their teachers will be waiting. Adults make their way out of our new side gate into Rodda's Road.

At the end of the day, one adult collects their child/ren from their classroom door (or meeting point) and leaves the site immediately, through the new side gate into Rodda's Road.



Yellow Arrows - one way system for end of day



In through usual wooden gate
Out through new side gate into Rodda's Road.

Blue Arrows - entry to classes



Show entry points into classes - all through class doors except Gwithian, 5LW & 5MB who go through corridor doors

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