

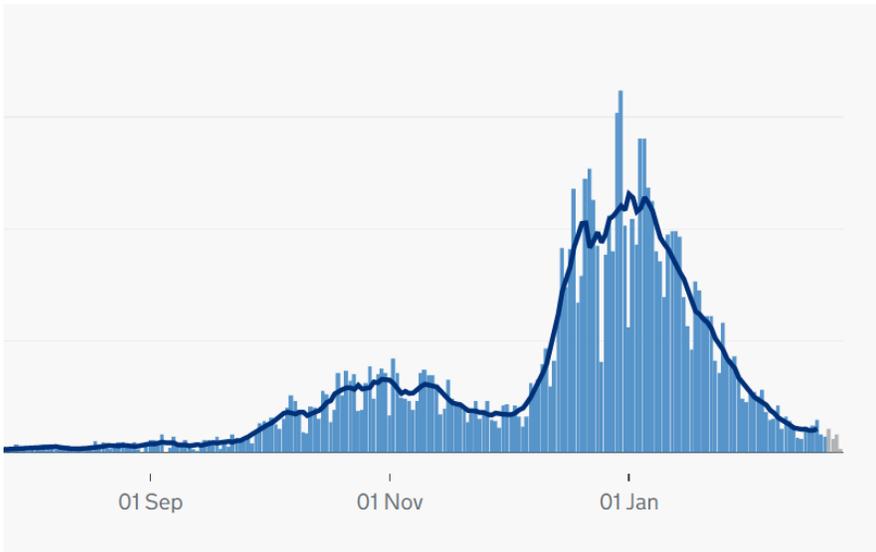
Friday 26 February 2021

Dear parents and carers,

On Monday 22<sup>nd</sup> February the government announced that all students across the country will start returning to school from Monday 8<sup>th</sup> March. The last twelve months have been challenging ones for all in the community and we hope that this news is the first step in the road towards a more normal life.

Most pupils have been at home because the levels of infection in London and across the country were too high, and risked overwhelming the NHS. Over the last two months, the numbers of infections have reduced dramatically (from 50,000 a day to 10,000 a day nationally), and over 25% of the population have been vaccinated. There is still risk from Covid, and many restrictions remain, but the government has decided it is in the best for children to return now.

The number of cases for Westminster is shown here, showing that cases are back to a lower level. We must still be cautious but we are certainly in a much better position than we were in January.



As a school community we are delighted to be able to welcome your children back to KSA and remain committed to prioritising the safety and wellbeing of the whole community as we do so. The team will be working hard over the course of the next few weeks to ensure we are ready to welcome your children back into the classroom safely.

There is a lot of information in this letter that is important that all parents read. In addition, **Secondary parents must complete an important form about testing by Tuesday 2<sup>nd</sup> March.** This form can be found here: [Consent form for testing](#) and all Primary parents are asked to come to a home learning workshop in the week ahead to prepare their children.

### **Training Day for Primary and Secondary on Friday 5<sup>th</sup> March**

Across primary and secondary, students will not complete remote learning on **Friday 5<sup>th</sup> March** and there will be no Community Classroom provision at either YYS or OYS. This will be an additional training day for the school. This is to ensure all staff can be tested on this day ahead of their return to teaching on Monday 8<sup>th</sup> March and to provide time for staff training and preparation for return to in-person education.

We will provide vouchers for children who receive free school meals on this day.

## Primary

In primary, all children will return to school on Monday 8th March to learn in person. We want everything to feel familiar so the children settle back in quickly to school routines but maintain COVID safe conditions. Children will rejoin the same class bubble groups, same classroom bubble space and bubble playground zone as in the Autumn term.

### Back to School Home Learning Workshops

Monday 1 March	Tuesday 2 March	Wednesday 3 March		Thursday 4 March	Monday 8 March	Tuesday 9 March
Year 3 5.00pm	Year 4 5.00pm	Year 2 5.00pm	Reception 5.00pm	Year 1 5.00pm	Year 5 5.00pm	Nursery 5.00pm

(Please note Year 6 will not have a workshop as they met with staff on Monday 22<sup>nd</sup> February)

To replace parents' evening normally scheduled at this time of year and retain regular important communication and connection opportunities with our community, we warmly invite you to join us for year group information sharing workshops addressing the agenda below. We appreciate that for our first workshops next week, families will receive less notice than normal. We will be running alternate dates so please do let us know if you cannot make the workshop due to prior commitments and we will invite you to the next opportunity. You will receive invites to these virtual workshops this week. Parents' evenings will take place early in the summer term so we can share attainment and progress data after we have conducted new baseline assessments in the coming weeks. We will confirm new dates well in advance.

1. Coming out of lockdown update
2. COVID-safe practice on site
3. Back to school - what does this look like for your child
4. Well-being: the importance of listening and talking through Circle Time
5. E-safety
6. Celebrating World Book Day

### What to get ready for the first day on Monday 8th March

1. Your full school uniform and PE kit including black smart shoes and white trainers
2. A warm, waterproof coat
3. School backpack with
  - a. Home Learning Packs if not already brought to school
  - b. reading record book
  - c. all school reading books
  - d. A reusable water bottle that can stay at school
4. A big smile to be ready to greet everyone – we will be ready to greet you warmly too!

## PE days for PE uniform only

Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
<b>Surrey</b> Wednesday	<b>Nottingham Trent</b> Wednesday	<b>Nottingham</b> Friday	<b>Edinburgh</b> Friday	<b>Goldsmiths</b> Friday	<b>York</b> Tuesday and Friday	<b>Plymouth</b> Monday and Tuesday
<b>Loughborough</b> Wednesday	<b>Lancashire</b> Thursday	<b>Swansea</b> Friday	<b>New York</b> Friday	<b>Durham</b> Friday	<b>Norwich</b> Tuesday and Friday	<b>Birmingham</b> Monday and Tuesday
<b>Sheffield Hallam</b> Wednesday	<b>Leeds</b> Tuesday	<b>Exeter</b> Wednesday	<b>Hatfield</b> Friday	<b>Oxford</b> Tuesday	<b>Goldsmiths</b> Tuesday and Friday	<b>Nottingham</b> Monday and Friday

## Start and end of the day timings

It is vitally important that all pupils arrive at the right time so that they do not mix with other pupils from other bubbles. The same practice will be in place as from September to December. Family members dropping off and picking up children must continue to always wear a mask. Children are not expected to wear masks. On YYS, there is only a 5-minute transition window for each class to support families dropping off and collecting more than one child. This means that interactions with families must be limited to informing parents about any minor injuries and behavioural incidents. All other communication will need to continue to take place by phone or on Teams to reduce the risk of infection and ensure dismissal and collection are prompt.

## Year 5 and 6 arrival and dismissal

On OYS in Juniors for Years 5 and 6

Year	Arrival time every day	Dismissal time every day	Entrance used
<b>5</b>	8.05-8.30am	3.40-3.50pm 2.40-2.50pm (Monday)	Junior School gate on the corner of Penfold and Bell Streets
<b>6</b>		3.50-4.00 2.50-3.00pm (Monday)	

## Nursery to Year 4 arrival and dismissal

On YYS for Nursery to Year 4 pupils at either the Crompton Street or Park Place Villas entrances:

Arrival and Dismissal times		Nursery	Reception	Year 1	Year 2	Year 3	Year 4
<b>DROP OFF</b> <i>threshold</i>	<b>Monday to Fridays</b>	8.45-8.50am	8.40-8.45am	8.35-8.40am	8.30-8.35am	8.25-8.30am	8.20-8.25am
<b>PICK UP</b> <i>dismissal</i>	<b>Mondays</b>	2.20-2.25pm	2.25-2.30pm	2.30 - 2.35pm	2.35 - 2.40 pm	2.40 - 2.45pm	2.45 - 2.50pm
	<b>Tuesday to Fridays</b>	3.00-3.05pm	3.05-3.10pm	3.10-3.15pm	3.15-3.20pm	3.20-3.25pm	3.25-3.30pm

### YYS Crompton Street (W2 1ND) Pick Up

As before, one side of the pavement on Crompton Street has white feet to queue on and the other side has yellow feet. You will line up, socially distanced on either the narrower pavement with 2 metre spaced white feet or on the other wider pavement with 2 metre spaced yellow feet. In the morning you can use any side but for dismissal it is helpful to be on the feet closest to your child's class to make the handover quicker. Please find your child's class below and line up on the correct coloured feet.

Pupil Zones	Zones 1 and 2	Zones 3 and 4	Zones 5 and 6
Parent feet colour	Use white feet	Use white or yellow feet	Use yellow feet
Nursery	N RADA	N Southbank	
Reception	Loughborough	Sheffield Hallam	Surrey
Year 1	Nottingham Trent	Leeds	Lancashire
Year 2	Nottingham	Swansea	Exeter
Year 3	Edinburgh	Hatfield	New York
Year 4	Oxford	Goldsmiths	Durham

### YYS Park Place Villas (W2 1SP) pick up

One side of the pavement on Park Place Villas has white feet to queue on and the other side has yellow feet where you will line up, socially distanced with 2 metre spaced feet. In the morning you can use any side but for dismissal it is helpful to be on the feet closest to your child's class to make the handover quicker. Please find your child's class below and line up on the correct coloured feet.

Pupil Zones	C	B	A
Parent feet colour	Use white feet	Use white or yellow feet	Use yellow feet
Nursery		N RADA	N Southbank
Reception	Loughborough	Sheffield Hallam	Surrey
Year 1	Lancashire	Nottingham Trent	Leeds
Year 2	Swansea	Nottingham	Exeter
Year 3	New York	Hatfield	Edinburgh
Year 4	Goldsmiths	Durham	Oxford

### Primary parent pick-up information

If you are changing your pick-up location (Park Place Villas or Crompton Street on YYS) from the Autumn term, please email the school before Monday 8<sup>th</sup> March so we can ensure your child is taken to the correct side of the site. Thank you to all the parents who have provided information on who is safe to pick up your child, explaining their relationship to the child. We also need photos of each person who may pick up children. Please provide these asap to [parents@kingsolomonacademy.org](mailto:parents@kingsolomonacademy.org) so we can ensure we only ever hand your child over to someone you have agreed.

## Secondary

In secondary, we will be carrying out lateral flow tests on return. This means that we will need to stagger the return to school. On their first day back, students will return to school to be tested at their allocated time – they cannot come to school before this time. After they have been tested and have a negative result they will then return to their form groups for some induction information and then follow their normal full school timetable with face-to-face lessons with their teachers.

Years 10-13 will return on Monday 8<sup>th</sup> March. Years 7-9 will return on 9<sup>th</sup> March.

We will provide vouchers to those who receive free school meals on Monday 8<sup>th</sup> March and Tuesday 9<sup>th</sup> March and are not in school at lunchtime. Pupils on site at lunchtime will receive school lunch as normal.

Pupils will need to arrive in school on their first return date at **Penfold Street entrance 10 minutes before their allocated testing time**. They should not gather on the street or be in close proximity to others, but rather come straight to the main entrance where they will be allowed to wait socially distanced from one another. We have shown the time of the testing below. Clearly, to test a large number of people we need pupils to arrive on time and follow instructions promptly, so please impress upon your child the importance of being on time to their first arrival. Pupils will be tested and then join the remainder of their lessons for the day. They will be dismissed at normal time (2.50pm on Monday and 3.50pm on Tuesday).

### Monday 8th March - Years 10 to 13 return

Years 10 to 13 will return on Monday 8<sup>th</sup> March.

Class	First Day Back	Time of Arrival on First Day at Penfold Street Entrance	Follow up tests
<b>10 Brighton*</b>	Monday 8th March	<b>1.50pm (for testing at 2.00pm)</b>	Thursday 11.03, Monday 15.03
<b>10 Cardiff*</b>	Monday 8th March	<b>12.50pm (for testing at 1.00pm)</b>	Thursday 11.03, Monday 15.03
<b>10 UCL*</b>	Monday 8th March	<b>12.50pm (for testing at 1.00pm)</b>	Thursday 11.03, Monday 15.03
<b>11 Lyon</b>	Monday 8th March	<b>8.20am (for testing at 8.30am)</b>	Thursday 11.03, Monday 15.03
<b>11 Sorbonne</b>	Monday 8th March	<b>8.20am (for testing at 8.30am)</b>	Thursday 11.03, Monday 15.03
<b>11 Warwick</b>	Monday 8th March	<b>9.20am (for testing at 9.30am)</b>	Thursday 11.03, Monday 15.03
<b>12 Donard</b>	Monday 8th March	<b>11.25am (for testing at 11.35am)</b>	Thursday 11.03, Monday 15.03
<b>12 Helvellyn</b>	Monday 8th March	<b>11.25am (for testing at 11.35am)</b>	Thursday 11.03, Monday 15.03
<b>12 Nevis</b>	Monday 8th March	<b>12.05pm (for testing at 12.15pm)</b>	Thursday 11.03, Monday 15.03
<b>12 Snowdon</b>	Monday 8th March	<b>12.05pm (for testing at 12.15pm)</b>	Thursday 11.03, Monday 15.03
<b>13 Fuji</b>	Monday 8th March	<b>9.20am (for testing at 9.30am)</b>	Thursday 11.03, Monday 15.03
<b>13 Kili</b>	Monday 8th March	<b>10.20am (for testing at 10.30am)</b>	Thursday 11.03, Monday 15.03
<b>13 Olympus</b>	Monday 8th March	<b>10.20am (for testing at 10.30am)</b>	Thursday 11.03, Monday 15.03

\*Please note lunch will not provided for Year 10 pupils on Monday 8<sup>th</sup> March, these pupils should arrive having eaten lunch. Free School Meals pupils in Year 10 will receive a voucher for this day.

## Tuesday 9th March – Years 7-9 return (including TLC)

Years 7 to 9 will **not** come to school on Monday 8<sup>th</sup> March. They will have learning to do online on this day. They should complete the tasks that will be set. This will include recorded items and independent work. There will not be any live lessons, so that the staff can concentrate on welcoming back Years 10 to 13 safely. Years 7 to 9 will return on Tuesday 9<sup>th</sup> March.

Pupils who are eligible for free school meals over Monday and Tuesday who do not attend because their year group has not yet returned will receive vouchers.

<b>Class</b>	<b>First Day Back</b>	<b>Time of Arrival on First Day at Penfold Street Entrance</b>	<b>Follow up tests</b>
<b>7 Liverpool</b>	Tuesday 9th March	<b>8.20am (for testing at 8.30am)</b>	Friday 12.03, Tuesday 16.03
<b>7 Oxford</b>	Tuesday 9th March	<b>9.05am (for testing at 9.15am)</b>	Friday 12.03, Tuesday 16.03
<b>7 York</b>	Tuesday 9th March	<b>9.50am (for testing at 10.00am)</b>	Friday 12.03, Tuesday 16.03
<b>8 Bristol</b>	Tuesday 9th March	<b>10.35am (for testing at 10.45am)</b>	Friday 12.03, Tuesday 16.03
<b>8 LSE</b>	Tuesday 9th March	<b>11.25am (for testing at 11.35am)</b>	Friday 12.03, Tuesday 16.03
<b>8 Royal Holloway</b>	Tuesday 9th March	<b>12.05pm (for testing at 12.15pm)</b>	Friday 12.03, Tuesday 16.03
<b>TLC*</b>	Tuesday 9th March	<b>12.50pm (for testing at 1.00pm)</b>	Friday 12.03, Tuesday 16.03
<b>9 Goldsmiths*</b>	Tuesday 9th March	<b>2.00pm (for testing at 2.10pm)</b>	Friday 12.03, Tuesday 16.03
<b>9 Manchester*</b>	Tuesday 9th March	<b>2.45pm (for testing at 2.55pm)</b>	Friday 12.03, Tuesday 16.03

\*TLC and Year 9 will not receive lunch on Tuesday. They should arrive at school having eaten lunch. Free School Meals pupils in these groups will receive a voucher for this day.

## Testing in Secondary including home testing

As a school community we have been using weekly lateral flow tests successfully since our return to school in January, both to test the staff body across primary and secondary and the secondary students in Community Classrooms. Thanks to these tests, we have been able to identify some asymptomatic cases of coronavirus within the school community and subsequently asked individuals to isolate as required, thus minimising the risk to others.

Carrying out these tests is essential to keep our community safe. Up to 30% of coronavirus cases are asymptomatic (i.e. people have no symptoms such as a loss of taste/ smell, a fever or a continuous cough). We have all worked hard over the course of the latest lockdown to drive down the number of cases across the country and participating in regular testing will support us to reduce transmission throughout the community. Testing will provide you, your child, your loved ones and the families in school with an additional degree of reassurance during these uncertain times.

We are confident that we have the right systems in place to test pupils safely and they have responded maturely to the testing. We expect all pupils to be tested on their return. The pupils will be tested 3 times in school on the dates above. In school, the testing process is done by the pupils themselves with high levels of guidance and supervision, with the review of the test result and registration of the results being done by the school staff. The government has said that it would like all secondary pupils to test at home (with parental supervision) twice a week after we have finished testing in school. The 3 tests in school will also therefore help your child to be confident in how to test themselves. We will also teach them how to recognize a positive and negative result. We will also provide detailed information to parents on how to supervise the test and understand the results. If parents do not think their child will be able to test at home, they can ask for them to be tested in school. To avoid disruption to the running of the school day, this provision will only be available before school with arrival at 8.05am on Monday and Thursday. We expect this to be a very small number of pupils. It is better for pupils to learn to do the test at home.

When testing from home, we advise that pupils test on Monday morning and Thursday morning before school. This will lead to the most protection from spreading infection. A positive test at home should be notified to the school immediately and followed up by a confirmation PCR (the test which is sent to a laboratory). Public Health England have said that 11 year olds must have supervision when home testing, but we would ask that parents supervise all secondary pupils to ensure these are being done.

All parents of Secondary pupils are asked to complete the consent form. We asked for parent consent back in December, when the government first asked schools to conduct testing. Some aspects of the testing approach have been slightly adapted, and so we are asking for an updated consent from all Secondary parents. This will include the following:

- Consent to be tested 3 times in the first 2 weeks back in school (the times outlined above) and in the future if the government guidance is updated to require more testing
- A commitment to support their child to test at home and consent for their child to receive the testing pack (this would be twice weekly testing at home, supervised by the parent). If they would like their child to be tested in school they can state this on the form.

We wrote to secondary families previously asking for consent. Since then, the government has updated the guidance about this and we therefore need to ask all families to fill in a new form.

**Please fill in this form [Consent form for testing](#) to give your consent. It is important that we have consent from all families before we begin testing. Please complete this by Tuesday 2<sup>nd</sup> March at 9am.**

If you have not filled in this form by **Tuesday 2<sup>nd</sup> March** a member of the team will be in touch. We hope that families are ready to participate in the testing programme to keep our community safe. If you would like to find out more, please reach out to your child's Head of Year. A member of the leadership team will be in touch if you do not agree to testing at this stage to discuss further.

More guidance about lateral flow testing can be found by following this link: [Information about testing](#)

### **Exams in Year 11 and 13**

For students in years 11 and 13, we know there will be significant anxiety regarding their external exams. We await further government guidance about how grades will be generated, which we hope will be published by the end of February. In the meantime, both staff and students in our exam cohorts continue to work hard. Our priority for these year groups is ensuring they learn as much as possible while learning remotely to ensure that,

whatever the final government decision, students are well prepared for success.

We have planned parent information evenings with Mr. Haimendorf for Year 11 and Year 13 cohorts on Wednesday 10<sup>th</sup> March (5pm-5.30pm, Year 11) and Thursday 11<sup>th</sup> (5pm-5.30pm, Year 13). In these meetings, we hope to be able to share more detail about how exam results will be generated this year, as well as how we plan to implement assessment in year 11 and year 13 at KSA. We hope to see a high turnout at these meetings as this will be an opportunity to ask questions and to gain clarity from leaders about the process.

We will write more to students and parents in these year groups in the coming days, including links to these meetings.

## Further all through updates

### Keeping the community safe

The safety and wellbeing of our community remains our number one priority. As such, all of the measures shared with the parent community about risk management at the start of the academic year remain in place. These are outlined in detail [here](#). Across the Academy, we have enhanced cleaning procedures and staff are adhering to strict social distancing guidelines.

In Primary, all children learn in their class bubbles and do not interact with other children across the school. Staff in the primary school will wear masks when in corridors or shared spaces.

In Secondary, children in Middle School will continue to learn in class bubbles and will not interact with other children across the school. In Upper School our older students will learn in class bubbles, apart from elective subjects and lunchtime, where distancing measures are in place. In Sixth Form, students interact with more students due to the nature of their subject choices, but we expect students to act with maturity and maintain a social distance wherever possible.

Across secondary, pupils and staff have been wearing masks in the corridors and shared spaces since September. In line with recent government recommendations, **we will be requiring all secondary students to wear masks at all times when inside**. The government has recommended that we review this procedure at the Easter holidays and we will provide further updates at this point.

We ask the parent community to support us in our efforts to keep your children safe by maintaining social distance and wearing masks when dropping children off and picking them up. In secondary, where parents feel safe to do so, we ask you to either drop your child off a short distance from the school gate to avoid overcrowding or allow them to travel to and from school alone. Please continue to ensure you and your child wear a mask on the streets directly bordering the school. Please do not gather with other parents near the school before or after school.

### Devices

The school has distributed over 400 devices to pupils in the last 6 months. Initially many of these devices were distributed to support remote learning. We will be considering how best to manage and support the use of these devices by the pupils, and provide further updates on this in due course. For the time being, we would ask that all the devices in student's homes continue to be used for homework and independent study. If you do not feel your child needs access to the device please return it so that another pupil can benefit.

## **Vaccination**

Over recent weeks we have seen COVID vaccines being offered to more and more members of our wider community. The vaccine offers a completely safe way of protecting individuals and each other from Covid. As a school we would ask all members of the community who are offered a vaccination to take it up immediately. With pupils back in school, it is our combined responsibility to do everything we can to keep each other safe, getting the vaccine is the biggest thing we can do to keep ourselves and each other safe.

## **Extremely Critical Vulnerable people**

Over recent weeks a wider group of people have been identified who should remain at home. This wider group will have received a letter from the NHS.

If a pupil lives with an extremely critically vulnerable person who is shielding at home, they should still come to school as it is judged safe for them to do so, given the risk controls in place at school.

Thank you for your ongoing support. We are looking forward to welcoming students back on site, both to continue their education and to provide them with the normality we know is so important for their wellbeing.

Yours faithfully,

Mr. Haimendorf  
**Principal**