



**Principal: Mrs R Curtis**  
**Summerhill Academy**  
**Plummers Hill**  
**St George**  
**Bristol**  
**BS5 7JU**

Tel: 0117 903 0347

Email: [info@sa.cabot.ac.uk](mailto:info@sa.cabot.ac.uk)

Website: [www.summerhillacademy.org.uk](http://www.summerhillacademy.org.uk)

Dear Parent/Carer,

Further to Steve Taylor's letter regarding the next academic year, I am writing to you to inform you of our 'local' Summerhill Academy arrangements for September 2020. We are delighted to be in a position to be able have all children in school in the new academic year, however in order to do so safely we will need to make some changes to the start of term and the school day.

### Risk assessment

Our risk assessment for September will ensure the mixing of different groups is limited by only allowing children to work or play with their class 'pod' or their year group 'bubble'. If the children are playing as part of their year group they will be asked to maintain a social distance from each other. If a child in a bubble or pod has a positive COVID-19 test it will be necessary to trace the other children whom they have had contact with in the bubble and ask them and the pod to isolate for 14 days.

The risk assessment states that children who are unwell with COVID-19 symptoms or who have a member of their immediate family or bubble who is unwell with COVID-19 symptoms must not attend school. It will be of the utmost importance that we are aware of the reason for your child's absence from school as we have to report daily to the DfE. If your child is ill please telephone the absence telephone line (0117 903 03 47) and give the specific symptoms in the reason for absence.

COVID-19 symptoms which would stop a child from attending school are:

- A high temperature
- A new persistent cough
- Loss of the sense of taste or smell

We would encourage you to access testing for any member of your family with COVID-19 symptoms. If a test result is negative isolation can cease and your child can return to school. If you child has a positive test result they will be asked to stay away from school for 7 days and those they have had close contact with in their bubble plus their entire pod (class), including adults who have been in close contact with the class, will be asked to isolate for 14 days. If we have to isolate a class we will provide distance learning via Class Dojo and the Blog (in the same way we did during lockdown).

### Return to school dates

**It is necessary for us to bring the children back to school more slowly than usual to ensure that all children are fully aware of the expectations and how we will be using the building and play areas.**

Tuesday September 1 and Wednesday September 2 – INSET and health and safety training days for all staff – the academy is closed to children.


Thursday September 3 - School is open for Violet, Indigo, Purple, Orange, Yellow and Amber Classes only (please see start and end times below).

Friday September 4 – School is open for Red, Scarlet, Crimson, Blue and Green Classes only (please see start and end times below).

**Monday September 7** – School is open for all classes and will remain open for all classes from the date onwards (unless we have a national or local lockdown).

Timings for the school day

**We will be operating a staggered start and end time to the day to ensure that we do not create gatherings of people. In order to support with this we ask that when dropping your child to school or collecting them from school you use the dots in the playground to queue and help maintain social distancing.**

 The school day at a glance	Start	Break 15 minutes	Lunchtime 1 hour  Start	Lunchtime 1 hour  End	End
Red, Crimson and Scarlet Classes	8:30	10:00	12:00 Eat first	13:00	14:55
Blue, Green and Amber Classes	8:50	10:15	12:40 Eat first	13:40	15:15
Yellow and Orange Classes	8:40	10:15	12:00 Play first	13:00	3:05
Violet, Indigo and Purple Classes	8:40	10:30	12:00 Play first	13:00	3:05

Your child must be dropped to school at the correct time for their class (see table below) and collected from school at the correct time for their class. The only exception is the dropping off of Year 4 children who have Year 3 siblings – the Year 4 child can be dropped at the same time as the Year 3 child, however we are not in a position to change the end of the day timings for these children. If you have to wait for a child in another year group at the end of the day please ensure that you wait in a socially distanced way in the designated waiting area (next to the bike shed). Please reduce the amount of people on site by only having one parent/carer per family dropping off or collecting.

We are encouraging parents/carers of Year 6 and Year 5 children to drop them off and meet them off of the school site (e.g. the green space at the bottom of Plummers Hill) or to allow them to walk to and from school on their own. We will issue a new permission form for walking alone on September 3/4, please ensure this is completed and returned to your child’s class teacher by Monday September 7 2020

Equipment/lunches/P.E

Children are not allowed to bring their own toys or equipment from home, this includes pencil cases and stationery. We will provide the children with all of the equipment they need. **Small bags** are allowed if necessary to carry a water bottle, healthy snack and book. Please note that storage space is limited so please only allow your child to bring a bag if absolutely necessary. Please ensure that your child has a named water bottle in school with them each day. Please ensure your child has a named coat if the weather requires it, as we will be outside at break times and lunchtimes.

We will be providing hot meals or children can bring in packed lunches. We cannot currently provide a tuck shop, your child can bring a healthy snack for break (please support this by ensuring that your child does not bring crisps or chocolate as part of their snack).

On the days when your child has P.E they may come to school in the school P.E uniform rather than their school uniform. Please note they must still wear school shoes (plain black shoes or trainers). P.E uniform is a plain white t-shirt/polo shirt and plain black/navy blue jogging bottoms. Children may wear their school jumper/cardigan over their P.E kit. Children need to bring a pair of daps/trainers at the beginning of the year, which will be kept in school and can be changed into for P.E lessons. Teachers will inform you of the P.E days in September.


### Breakfast Club and After School Club

We will be running Breakfast Club from 07:30 until the relevant start time. Children will be expected to sit with other children from their year group bubble. Spaces will be limited to allow for 2m distance between each year group bubble.


We will run an After School Club until 17:45. Children will be expected to sit with other children from their year group bubble. Spaces will be limited to allow for 2m distance between each year group bubble.

More information will be sent to those who have registered for these clubs directly.

### Beginning of the school day – drop off

 Children entering school	When	Where	Parents/carers information
Red, Crimson and Scarlet Classes	8:30	White doors at bottom on stairs	Enter via top gate Line up on dots Drop child off at the door- where a teacher will be waiting
Blue, Green and Amber Classes	8:50	Atrium doors	Enter via top gate and immediately exit via side gate (children to walk around playground, to the doors where teachers will be waiting, on their own)
Yellow and Orange Classes	8:40	Atrium doors	Parents/carers are encouraged to drop-off off site or pupils to walk alone, however if you would like to drop-off please follow instructions below  Enter via top gate and immediately exit via side gate (children to walk around playground, to the doors where teachers will be waiting, on their own)
Violet, Indigo and Purple Classes	8:40	White doors at bottom on stairs	Parents/carers are encouraged to drop-off off site or pupils to walk alone

## End of the school day - collection

 Children exiting school	When	Where	Parents/carers
Red	14:55	White door at bottom of stairs	Enter via top gate Line up on dots leading to the relevant door Say child's name when you get to the door, the class teacher will ask your child to come out Exit playground via one way system (keep the tyres on the playground to your left)
Crimson	14:55	Dining Hall door	
Scarlet	14:55	Atrium Door	
Blue	15:15	White Door at bottom of stairs	Enter via top gate Line up on dots leading to the relevant door Say child's name when you get to the door, the class teacher will ask your child to come out Exit playground via one way system (keep the tyres on the playground to your left)
Green	15:15	Atrium door	
Amber	15:15	Dining Hall door	
Yellow	15:05	Dining Hall Door	Pupils are encouraged to meet parents off site or walk home alone, however if you would like to collect from site please follow these instructions  Enter via top gate Line up on dots leading to the relevant door Say child's name when you get to the door, the class teacher will ask your child to come out Exit via one way system (keep the tyres on the playground to your left)
Orange	15:05	Atrium door	
Violet Indigo Purple	15:05	White Door at bottom of stairs	Pupils are encouraged to meet parents off site or walk home alone

We will endeavour to keep to these timings in September, however please note that there may be some changes once we have brought all of the children back and have reviewed our risk assessment. Thank you for your on-going support at this unprecedented time.

We will record a video later in the summer which will take you through the process and locations for drop off and collection. This will be posted on our YouTube site on Friday 28 August 2020 for you to watch with your children before returning to school on Thursday 3 September or Friday 4 September 2020.

I hope you have a relaxing and enjoyable summer and I look forward to seeing you all in September.

Best wishes,

A handwritten signature in black ink, appearing to read "Rebecca Curtis".

Rebecca Curtis  
Principal