



**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,

### **Critical worker children specifics for re-joining Summerhill Academy**

#### **Your child is in pod 3a**

The key adult in this pod is Mrs Shannon.

**If your child has been attending the City Academy Hub** they can return to Summerhill Academy on Monday 1 June 2020.

**All children who have not attended the City Academy Hub and are in this pod** will start school on Thursday 4 June 2020.

Polite reminder as per previous communication, every Wednesday the Academy will be closed to **all** but essential critical worker places.

School uniform should be worn and we encourage you to wash your child's clothes regularly. If you require more school uniform please send a message to [info@sa.cabot.ac.uk](mailto:info@sa.cabot.ac.uk) as we have spare uniform available in school.

The timings of the school day will be altered to ensure that social distancing can be maintained, please see below for the timings of the day. Please note these are subject to change once we have opened.

Pod	Start Time	Finish Time
Year 4b, 5a, 5b	8:30 – 8:50 drop off	3:30
<b>Year 3a, 3b and 4a</b>	<b>8:30 – 8:50 drop off</b>	<b>3:40</b>
Year 6 Purple A	9:10	3:00
Year 6 Indigo A	9:15	3:05
Year 6 Indigo B	9:20	3:10
Year 6 Violet A	9:25	3:15
Year 6 Violet B	9:30	3:20

Please find attached a menu for the hot school dinner offering during this term. Should you wish to have a school dinner please ensure payment is made via SCOPAY as normal. No cash payments will be accepted during this time. Should your child wish to have a packed lunch please ensure that your child has their packed lunch and all of their belongings (e.g. p.e kit) at the beginning of the day as the reception area will not be routinely manned throughout the day. If you need to contact the Academy during the day, please continue to use [info@sa.cabot.ac.uk](mailto:info@sa.cabot.ac.uk) as your main contact method. Alternatively, telephone 0117 903 0347 and leave a message if there is no answer. **Please do not come to reception to help us maintain our health and safety procedures.**

### Illness and hygiene routines

If a child who is due to attend the academy becomes unwell with any of the following symptoms:

- a high temperature
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste differently to normal

they must stay away from school at least 7 days or until the temperature has gone, unless they are tested and the result is negative.

If a member of your household has COVID-19 symptoms, please can we politely remind you that your child will need to not attend school for 14 days.

If a child becomes ill with COVID-19 symptoms during the course of the day:

- they will be moved to our isolation room and treated in line with our health and safety protocols.
- their families will be called to collect them as soon as possible.
- the child will be supported by a staff member, who will wear PPE, whilst we await collection.
- the family will be asked to have the child tested or to keep them away from school for 7 days.
- if a child or adult working in a pod tests positive for COVID-19 the entire pod will be asked to stay away from the academy for 14 days.

We will promote good hygiene routines using the e-Bug resources and regular hand washing with soap and water. We also have increased the access to hand sanitizer in the school.

### Arriving at school

Please arrive through the top gate where a member of SLT will be available to direct you through the one-way-system within the school grounds.

- Please drop your child off at the dining room door where a member of staff will direct them to their pod where their pod leader will be waiting.
- Please follow the one-way-system to leave the school grounds through the side gate only.

## Classroom arrangements

- Each pod will have their own classroom.
- Desks will be arranged 2m apart and will be equipped with the paper, books and stationery the children require. This equipment will not be shared with any other child.
- There will be two chairs at a desk. One for the child to sit on and one for them to put all of their possessions on (coats, bags and packed lunches).
- Children will have access to a toilet near their classroom which will be cleaned regularly. Please make your child's pod leader aware if your child has any medical conditions that require them to need the toilet more frequently.

## Lunch and break time arrangements

- Each pod will have a 15 minute outdoor break during the morning in a designated area only with other children from their pod.
- Children should bring a labelled water bottle which can be filled throughout the day if required.
- Children having hot school dinners will collect their lunch as a group and return to their classroom where they will join the other children in the pod who are having packed lunches.
- Surfaces in the classrooms will be cleaned at each break point during the day.
- Each pod will have 25 minutes outdoor lunchtime break in a designated area with only children from their pod.
- During break and lunch time, toilets will be supervised by a member of staff to ensure social distancing is happening and facilities are regularly cleaned.

## Leaving the school

- At the end of the school day, children will be taken from their classrooms to sit in the dining hall (2m apart) to wait to be collected.
- When arriving at school to collect your child please enter through the top gate and follow the one-way-system to collect your child from the dining hall door. Please remain at a social distance (at least 2m) from other parents at all times.
- Should you be collecting a sibling from a different pod, you will need to repeat the process above. You will not be able to wait at the dining hall.
- A member of staff will be at the dining hall door to call your child to you.
- Please follow the one-way-system to leave the school grounds through the side gate only.
- Any parent who wishes to talk to an SLT member will be asked to wait by the bike shed at a social distance until all children have left school.

If you have any queries please email [info@sa.cabot.ac.uk](mailto:info@sa.cabot.ac.uk).

Best wishes,



Rebecca Curtis  
Principal