

High Cliff Academy
Southdown Road
Newhaven
East Sussex
BN9 9FD

Tel: 01273 041471

Email: office@highcliffacademy.org
Website: www.highcliffacademy.org

Interim Head of School: Chloe Parks
Interim Executive Head teacher: Abby Kilgarriff

Friday 26th February 2021

Dear Parents and Carer(s),

I hope that you and your family are well. Following on from STEP's CEO Mark Ducker's letter earlier this week, I am writing to you to explain the next steps that we will be taking at High Cliff Academy.

As you are aware, on Monday 22nd February, the Prime Minister announced the government's plan for the return of all primary school pupils from Monday 8th March.

The return of all pupils is a priority in the Government's roadmap for the easing of restrictions and recovery from the impact of coronavirus pandemic. The reopening of education settings to all is being prioritised due to the significant and proven impact caused by being out of school to the mental and physical health and wellbeing of children and young people.

The government guidance updated on 22nd February ([Actions for schools during the coronavirus outbreak - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/actions-for-schools-during-the-coronavirus-outbreak)) sets out how schools should operate and made it clear that school attendance will be statutory, except where there is medical certification for a pupil.

The first day back for all pupils will be on **Monday 8th March**.

We will be staggering the start and finish times of the day, to try to reduce the number of adults on site at those points. The times will be as follows:

	Start time	Finish time
EYFS	8:55am	3:10pm
Y1	8:50am	3:10pm
Y2	8:50am	3:10pm
Y3	8:50am	3:10pm
Y4	8:40am	3:20pm
Y5	8:40am	3:20pm

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If you have more than one child at school, please use the earliest sibling time for drop off and collection of all your family members.

As we only have one entrance and exit, it is very difficult to organise other ways of leaving the site.

We will be relying on parents to ensure that they stick to their child's class time for arrival and departure and follow the onsite safety procedures in place for keeping our families, community and staff as safe as we can:

- *Only one parent/carer will be allowed to accompany their child onto the school site and a face mask must be worn.*
- *Pupils in KS2 to be dropped off in the mornings at the main school gate where possible, once academy staff are present, and take themselves to their classrooms*
- *Please enter the premises through the vehicle gate and exit through the pedestrian gate.*
- *Children to be collected from the blue area outside their classrooms. Please ensure that you are socially distancing from anyone not in your household.*
- *Please do not gather on the school site for longer than is necessary to drop off or collect your child.*
- *Please notify us as soon as possible if your child is unwell. We observe a strict 48 hour rule consistently and without exception for all adults and children in the building (no return until 48hrs after symptoms have stopped for all fever, sickness, diarrhoea etc.)*
- *If you wish to see a member of staff, please phone in advance so that we can arrange this.*

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- *If you need to pass on any information about your child to the office this needs to be done via telephone or email. Please avoid going into the office area unless you have pre-arranged this with a member of staff.*
- *If anyone in your household is displaying symptoms of COVID-19, you must ensure you do not bring your child in and follow the [COVID-19: guidance for households with possible coronavirus infection](#).*

In school our safety procedures will be as follows:

- Six bubbles in school: EYFS (Nursery and Reception) Year 1, Year 2, Year 3, Years 4 and Year 5.
- Increased handwashing expectations: on entry and exit, before and after eating, before and after break times, after going to the toilet
- Ensuring children are practising good respiratory hygiene
- Increased cleaning of high-contact areas of the building throughout the day
- Classrooms organised in rows, facing the front with individual resources packs
- Where resources are shared there will be enhanced cleaning measures and 'quarantining' of resources for 72hrs where they are shared across 'bubbles'
- The same adults in the classroom wherever possible
- PPE equipment where necessary
- Complete engagement with the NHS Test and Trace programme
- Ensuring any cases are reported to Public Health England and ensuring we follow their guidance

Breakfast club will be open as normal. As before, please ensure you book your child's place through J and C coaching. If you have further questions regarding breakfast club, please get in touch with James Mackenzie.

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As always, I want to reassure you that our pupils' safety comes first. However, it is important that our children get back to a more normal day-to-day life and their return to school is fundamental.

We look forward to welcoming the children back and seeing our school community again.

Yours Sincerely,

Miss Parks