

25 February 2021

Dear all Parents & Carers,

I hope this letter finds you all safe and well. I am delighted to now start laying out our plans for all students returning to education from Monday 8th March. Everyone at the Academy is really excited about seeing the students again, and we cannot wait to welcome your child back into our school community.

There is a lot of information for me to share with you regards the students' return to school, so I am going to do my best to lay this out to you sensibly, logically and in stages. Stage 1 of this communication is within this letter. Stage 2 will be tomorrow, and stage 3 will be at the start of March.

Stage 1, in this letter, I will cover:

- Student Testing
- Uniform prior to return
- Face Coverings

In tomorrow's communication, stage 2, I will cover the specifics of the wider re-opening, the days that students are returning, and what the 3 weeks between 8th March and Easter will look like for students.

Student Testing

You may have heard that testing for those without coronavirus symptoms is beginning across the country using COVID-19 tests known as 'Lateral Flow Tests'.

Along with the other protective measures we are taking, these tests can help staff and pupils remain in school safely. Up to one third of people who have coronavirus experience no symptoms. By testing we will help to stop the virus spread and help to keep our school open as safely as possible. The test is voluntary.

The updated guidance for schools returning from Monday 8th March, advises that students take part in a testing programme initially at school. They advise that students take 3 tests at school, before an at-home testing programme can start.

What we do not want to do, is have a disrupted and inconsistent start to students returning to school. Therefore, **we would like to start testing students from Wednesday 3rd March**, so that their first of those three tests has been completed prior to them starting back the week beginning 8th March.

We can only test your child if we have your consent. I would strongly advise you giving us your consent for your child to be tested. The more students we can test, the more opportunities we have to identify positive cases who are not displaying symptoms. Therefore, reducing the transmission risk in school. We will not test students, for who we do not have consent for.

Please use the link here, to give us your consent:

<https://forms.office.com/Pages/ResponsePage.aspx?id=WnSRoNi3ek2yphNZBT1FEHadDBVtLatMh11HsAVjA95UMlpXTUIUSEc4NjFJRvQ3NF1wRDkzTFg3Ti4u>

Once we have your consent, someone from the Academy will contact you either on Monday or Tuesday next week, to arrange a slot for your child to come in and be tested either on Wednesday, Thursday or Friday of next week.

If your consent arrives after 3:00pm on Tuesday 2nd March, your child will have to enter a later testing cycle, which may not start until later in March.

At the end of this letter, I have included some more information about the Lateral Flow Tests and their administration. All administration of tests is completed by trained CoPA staff, who the students know, and who have already been completing testing with our staff and students who have accessed the school provision throughout lockdown.

Uniform on Return

We are expecting all students to be in the correct uniform when they return to us at the Academy. This includes Academy jumper, shirt, tie and school shoes (trainers/vans/canvas style shoes are not permitted). As you will know, prior to the lockdown we made the transition to Chroma Sport for our uniform supplier.

Unfortunately, due to the current restrictions the store at Chroma cannot take visitors to shop, but they are offering a free click and collect service for any uniform purchased by parents and carers online. For any CoPA uniform ordered with Chroma online, parents and carers can arrange for their items to be collected from store at the following times:

Wednesday 3rd March: 10:00am – 2:00pm

Thursday 4th March: 10:00am – 2:00pm

Friday 5th March: 10:00am – 2:00pm

If you would prefer your items to simply be delivered to your home address, you can do this when you make your order online. Please find a link to the Chroma website here, where you find a specific area for CoPA uniform: <https://www.chromasport.co.uk/shop/city-of-peterborough-academy>

Can I also please ask that you try to ensure that your child is adequately resourced with the basic equipment ready for school. There is only a certain amount of equipment we can provide in a Covid scenario. It is much better for students to have their own equipment, such as pens, pencils, ruler, eraser etc. We are providing packs of stationary for students via our Wellness on Wheels service each Wednesday. Please look out for communication regards this, and the locations that the Academy minibus will be at, providing essential items such as equipment.

Face Coverings

The latest government guidance has also been updated to now include the expectation that students will wear face coverings in classrooms as well as communal areas around the Academy, such as corridors. Students were already in the routine of wearing masks in specific areas of the Academy, this has simply extended now to the classrooms. Students may still remove their face coverings to eat, and in outdoor areas. There is also no expectation for students to wear them during lessons of physical exertion, such as PE or Dance.



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A list of Directors is available for inspection at the registered office, Greenwood House, Private Road No 2,

Colwick Quays Business Park, Nottingham NG4 2JY. Further information about us is available at <http://www.greenwoodacademies.org>

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It really does help us when students are able to bring their own, washable face coverings. We will always ensure we provide face coverings to students who do not have them, but this is not an endless supply. It is much more efficient, environmentally friendly and safe for students to bring their own fabric face coverings which can be washed and re-used.

I appreciate that there is a lot of information within this letter, hence why I wanted to break this down for you, one step at a time. My communication to you tomorrow will cover the first day back arrangements for students and what we have planned for students in the 3 weeks they will be accessing school between 8th March and the Easter Holidays.

As ever, if you have any questions regarding the content of this letter, please do not hesitate to contact us at the Academy, or your child's Year Team. We will be happy to help and reassure you, before all students return.

Its been a long wait, but we are really looking forward to seeing all the students again and I hope they are also all looking forward to being back at school.

Yours Sincerely,



Mr B Pearce
Principal



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Further information regards testing

You can find further information which explains how your or your child's data will be used to process the test and the Privacy Notice, (both supplied by the DfE) on Greenwood Academies Trust website www.greenwoodacademies.org then click on the tab for COVID-19 testing or by following the links below:

[Data Protection FAQs](#)

[GAT Privacy Notice](#)

[Privacy Notice for contact details](#)

What if a pupil tests positive?

Participating staff and pupils who test positive will be informed about their results individually. Where participants are under 16, parents or legal guardians will also be notified. Guidance on safe travel and additional precautions will be provided along with test results.

Pupils will need to take a further 'PCR test' (similar to those done in local and regional testing sites) on the same day (or as soon as possible). You can go to www.gov.uk/get-coronavirus-test or can call 119 to book a follow-up test. If ordering a PCR test yourselves, they should choose to visit a drive-through test site if possible, as it is faster than requesting a home test.

During the time while they wait for the PCR result (via text/email), the students will need to self-isolate.

If the PCR test confirms a positive result you will have to self-isolate and follow the guidance from NHS Test and Trace.

What happens if the test is negative?

They will be able to stay in school and resume their activities as normal. A pupil will only be told if they test positive on a lateral flow test, so if you do not hear you can assume it was negative. A small number of pupils may need to repeat the test if the first test was invalid or void for some reason.

What if my child develops symptoms?

This testing programme at school is for people with no symptoms. If your child develops symptoms at any time (such as a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste) they must immediately self-isolate, and book a test by calling 119 (England, Wales and Northern Ireland) or 0300 303 2713 (Scotland) or visiting <https://www.gov.uk/get-coronavirus-test>.

We will support our staff and pupils throughout, but please contact us if you need this information in any other language or format or if you have any questions. You can call the office on 01733 821440.



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