

1st September 2020

Dear Parents, Carers and students

A warm welcome to all new and returning students and parents, I hope this letter finds you all safe and well. All of us at LeAF Studio are very excited about the prospect of another fantastic year ahead, though it will be slightly different from our normal return!

Following the most recent Government guidance I wish to ensure all students have a clear understanding of the current expectations due to Covid-19 and feel safe to return.

A social story will be live by Wednesday 2nd September for all students to view prior to the return, whether that is Friday 4th September for Yr9 and 12 or Monday 7th September for Years 10, 11 and 13.

**Just a reminder of key points as shared prior to the summer:**

- Key Stage 4 will be based in the main building in zones by year group:
  - Year 11 – will enter via the door to the right of reception under the stairs and will be based in classrooms by the main reception area for all lessons (**PINK ZONE**)
  - Year 10 – will enter via the canteen and will be based in classrooms in this end of the bottom floor (**BLUE ZONE**)
  - Year 9 – will enter via the rear stairs and will be based in classrooms upstairs (**YELLOW ZONE**)
- Key Stage 5 will be based up at the MSC using the new classroom created plus the temporary cabin located up by the MSC
- Zones will be physically separated (with their own toilets where possible) and at no point are students allowed to move into zones other than their own
- Students will stay 1m+ socially distanced on arrival to site to allow entry into their zones safely
  - KS4 arrival between 8:15am and 8:40am
  - KS5 arrival between 8:45am and 09:00am by the MSC

Further details will be shared with students on their first day in tutor. Our aim will be to ensure students are not disadvantaged by the disruptions to their education this academic year.

**Controlling the spread of Covid-19 – Test and Trace**

The hygiene and control measures we have implemented will continue, however social distancing will be reduced within the year group 'bubbles'.

Should your child display ANY signs of illness we request they **do not** come into school at all. Should your child be showing specific symptoms of Covid-19, they must not return to school until they have completed the quarantine period and have been tested. Please ensure you notify school immediately so that effective 'Test and Trace' procedures can be followed should your child test positive. We would always be willing to discuss with anyone the concerns that a parent has about sharing this information

and would always wish to reassure everyone the circumstances by which a disclosure to NHS Test and Trace would be made.

In the event of a positive test for Covid-19, school will implement all guidance given by Public Health England (PHE) and parents will be informed at each stage. This may include the closing of year group 'bubble' or in an extreme case the closure of the whole school.

### **Visitors**

All visitors on site are only through pre-organised meetings. Reception will **not** be open to parents during the school day. All visitors will be required to provide full details in the event of 'Test and Trace' contact.

### **Uniform and equipment**

All students will be expected in full school uniform their training uniform and polo will be currently permitted for training to lessen the need for changing rooms. Lockers will not be available whilst 'bubbles' are required unless these are within a student's zone. Students will be expected to have full equipment as none can be loaned. This includes as a minimum:

- Black, green and red pens
- Pencil & rubber
- Highlighters
- Ruler and geometry set
- Scientific calculator
- Glue

If you are unable to provide the above or there is a current issue with uniform please contact your Head of Year:

- Yr9 & 10 – Mr Edmonds [wedmonds@leaf.bournemouth.sch.uk](mailto:wedmonds@leaf.bournemouth.sch.uk)
- Yr11 – Mrs Watt (formerly Ms Manning) [gwatt@leaf.bournemouth.sch.uk](mailto:gwatt@leaf.bournemouth.sch.uk)
- KS5 Performing Arts – Mr Lake [glake@leaf.bournemouth.sch.uk](mailto:glake@leaf.bournemouth.sch.uk)
- KS5 Sport – Mr Evans [devans@leaf.bournemouth.sch.uk](mailto:devans@leaf.bournemouth.sch.uk)

### **Face masks**

Currently, there is **no mandatory requirement** to wear a face mask/covering in communal areas or classrooms. **However, should a child or member of a staff wish to wear a face mask/covering within any area of the school (communal area or classroom), they will be permitted to do so.** We recognise that there will be times when social distancing is difficult to maintain and anxiety may be relieved by having the choice to wear one. Should your child wish to wear a face mask it is to be plain in colour, with no patterns, writing or images allowed.

In line with national guidance, pupils travelling to and from school on either public or school specific transport/taxis must always wear a face mask.

Should the local demographic change and a higher risk is identified, LeAF Studio have the right to implement face masks as compulsory in all areas if necessary.

### **School transport**

Details have now been sent to all students due to use our school transport.

### **Canteen**

At this time due to the size of the canteen and the need to 'bubble' each year group we will **not** be opening our canteen for at least the first week to ensure students establish themselves into a new routine safely. Students will be required to bring in their own lunch, water and snacks with the exception of students who are eligible for free school meals, where these will be provided by the school. No water fountains will be available except up at the MSC for students who are training. Our aim is to be able to offer a pre-order reduced menu which can be delivered to students within their zones once we are in a position where we feel students and staff have established a safe routine. Details of this will follow in September.

### **Specialism training**

Both Sport and Performing Arts specialism training will be following all National Governing Body and Government Guidance.

### **Policies**

The school are working to update policies and these will be shared through our website as they are published, in addition to our current Covid-19 risk assessments.

### **Offsite activities**

Currently offsite activities such as educational trips will be postponed until further notice.

I hope the above and our social story alleviates any concerns. We look forward to welcoming all students back next week.

Kind regards



Nadine Lapskas  
Principal