



The Newsletter of

# Jewellery Quarter Academy

## Welcome Back to JQA

Friday 28 August 2020

Parents, Carers & Students,

We hope you are all keeping safe and well. We are excited to welcome students back to the academy safely on Thursday 3rd September 2020. In this extraordinary edition, you will find full details of our plans for students' first day back and beyond. We are delighted to share our extensive safety measures with you so you can be confident of your child's safe return to on-site learning. We have also included some Frequently Asked Questions parents and students might have with regards to the return. Thank you for your support and positive feedback during lockdown. We are very much looking forward to welcoming back our wonderful students. We have made lots of changes to improve and further develop the academy site whilst they have been away and we are sure they will be very pleased with this work for them.

As always, if you wish to contact the Academy, please email [enquiry@jewelleryquarter.academy](mailto:enquiry@jewelleryquarter.academy) and a member of our team will respond.

Our phone number is 0121 729 7220 and we are available from 8am-4pm.

### Safety on site for students and staff

As you would expect, we have been very busy planning for the safe return of our students into 'year bubbles' and learning zones as outlined in the government guidance.

We have worked with local transport partners and other local schools to plan start and finish times to limit the impact on public transport.

All our planning has been done carefully and methodically and in a way that will help us deliver as normal a curriculum as possible to all students.

In this edition, we hope you will get a sense of our careful planning.

**It is important you go through these plans with your child and they understand the expectations and their responsibilities to keep themselves and others safe.**



## Read our 'Welcome Back' letter from Mr Williams

[Mr Williams has written a letter to all families regarding the safe return to JQA and you can read it here.](#)

[www.jewelleryquarter.academy](http://www.jewelleryquarter.academy)

# Returning to JQA on Thursday 3rd September

We are excited to welcome all students back to the Academy on Thursday 3rd September.

**For the first day, we have adjusted the start times slightly for all year groups.** All students should arrive in full uniform and with full equipment. Parents and carers should ensure their child has planned their journey to JQA to arrive in their designated arrival time.

**Students arriving on public transport should ensure they wear a face covering on board the bus/tram/train to avoid a £100 fine.**



## What time should I get here on Thursday?

Students will use the same entrance and exit point as they will continue to do so but the times for the first day are slightly more staggered. **Normally, students should arrive by 8.30 (see next page) but on Thursday 3rd Sept they should arrive at the following times:**

**Year 7**—8.00-8.30 via Main Reception (Albion St) - based on Raised Deck

**Year 11**- 8.00- 8.30 via 001 (Albion St) based on 2nd floor

**Year 8**—8.30-9.00 via Main Reception (Albion St) based in refectory

**Year 10**—8.30-9.00 via Student Entrance (Pope St) based in cloisters/Hatch

**Year 9**—9.00-9.30 via Student Entrance (Pope St) based in outside football area

## What happens when I arrive at the academy?

Just like everyday, when you arrive, you will be greeted by a senior member of staff at your entrance point. They will **take your temperature** and ask you to **wash your hands** using the handwash at your entrance point. The senior member of staff will also issue you with a **lanyard which you must wear at all times and tell you where you will be greeted by your form tutor team. You will also see form lists on the walls of that area to tell you which form you are in.**

You will be based in a specific area of the academy, supervised by your form tutors until a senior member of staff blows the whistle. **You must remain in that zone.**

If you arrive to the Academy early, staff will ask you to wait across the other side of the road to your entrance point until it is your time to enter the site.

## What will happen in form time?

Your form tutor will escort you to your form room when the whistle blows. In form, they will ask you to sit in a seating plan, put your equipment on the desk to show you are ready. Your Head of Year will also come and visit you to check your uniform.

In form time, you will be issued with your new planner, your new timetable and a map of JQA. Your tutor will explain the safety expectations to you, times of the day, and you will view a remote assembly delivered by senior members of staff explaining where your learning zones will be and which areas of the academy you must remain in at social times—as well as which staircases you should use.

**Lessons will begin for all students at 11.20 on Thursday 3rd September.**

## What happens at break and lunch time?

[As you will be aware, students have a longer break and lunch now—which was something the Student Parliament campaigned for on behalf of all students.](#)

**Full details of where each year group will have break and lunch will be shared via your form tutor and are also on the next page.**

## What happens at the end of the day?

We have introduced slightly staggered times at the end of the day to ensure students leave safely. These are below:

14.55 Year 8 leave via the main staircase and through Main Reception

14.55 Year 10 leave via the external stairs to Student Entrance

15.00 Year 7 leave via the main staircase and through Main Reception

15.00 Year 9 leave via external stairs to Student Entrance

15.00 Year 11 leave via the staff stairs and through 001 doors, turning right onto Camden St,

**Facemasks will be available for any students who might need them.**

# Friday 4th September and beyond...

All families should be aware of the expected arrival times and arrangements for Autumn Term and entrances as detailed below. Families should also ensure their child has:

- Correct uniform and equipment so they are smart and ready (**including their lanyard**)
- Access to school email, Microsoft Teams and EdLounge for homework and additional remote learning if required.



## Plan to arrive by 8.30 every day

**All students are expected to arrive at the Academy before 8.30 each day.** Any student arriving after 8.30 is late and will be issued with a C60 detention after school until 4pm. Your child's planner has a 'Journey To School' page so you can plan to arrive in good time for your arrival window:

**Year 7:** 8.00-8.15 via Main Reception

**Year 8:** 8.15– 8.30 via Main Reception

**Year 9:** 8.00-8.15 via Student Entrance

**Year 10:** 8.15-8.30 via Student Entrance

**Year 11:** arrive anytime between 8.00-8.30 via 001

**If you arrive outside your window, you will be asked to wait to one side to enter to avoid mixing year groups.**

## Getting Home Safely

Students should aim to vacate the premises and make their way home as soon as possible.

Staff will be present and visible in their JQA orange reflective vests at the main bus stops from the 8 and the 101 to support students boarding safely and efficiently.

We must remind parents and carers who pick their child up to maintain social distancing if waiting outside the academy and that [Albion St has new traffic reduction measures.](#)

**Parents and carers are not permitted to wait in our small Main Reception unless they have a prior appointment booked with a member of staff.**

## What happens with break and lunch times and the arrangements for food?

We have carefully planned out the supervision and locations of social times. It is important students remember the safety rules outlined in updated our [behaviour policy](#) and try and keep as much distance from each other as they can. Students will need to use the available toilet facilities in a socially distanced way which will avoid mixing year groups and duty staff will be always on hand to supervise this. [Students have a longer break and lunch time—something the Student Parliament campaigned for and the times of the new academy day can be found here.](#) We have a split break and lunch between year 8+10 and years 7, 9 and 11. We have decided to also split the week to give fair access to our food facilities (which are cleaned thoroughly between use). Full details of the routes to break/lunch will be given to students by their form tutor.

### Monday, Wednesday, Friday:

	Year 7	Year 8	Year 9	Year 10	Year 11
Break and lunch	Raised Deck/ Rec Room	Cloisters/ basketball court	Cloisters/ basketball court	Refectory/ football area	Refectory/ football area

### Tuesdays and Thursdays:

	Year 7	Year 8	Year 9	Year 10	Year 11
Break and lunch	Raised Deck/ Rec room	Refectory/ football area	Refectory/ football cage	Cloisters/ basketball court	Cloisters/ basketball court

Students will be directed by classroom teachers to their areas via specific routes and should only take those routes. **Students should wear their coloured lanyard at all times** and enter the main building via the routes directed by visible duty staff.

We are also pleased to be able to safely supervise and offer outside exercise areas as indicated above for students to play sport at break and lunch if they so wish.

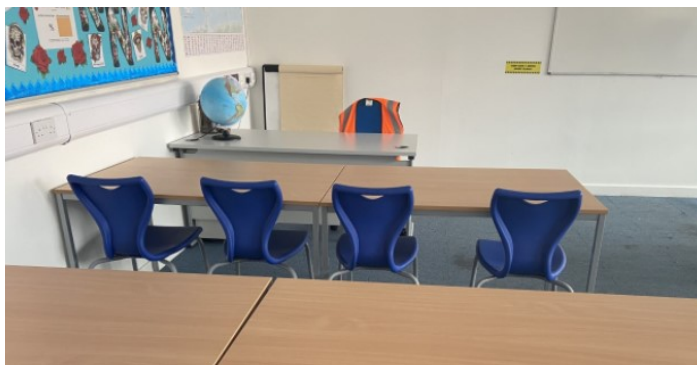
**All our measures are regularly reviewed for safety and efficiency and we will keep you informed of any amendments.**

# Continuing Learning

## In the classroom....

Students will be taught in specific areas of the Academy and must remain in those areas and groups. Students will find that the groups have changed and should check the group lists available in their designated areas when they arrive at the Academy on Thursday morning to check where they are based. They will remain in those carefully-determined groups until further notice. Their form teachers will put them in seating plans at the start of the day on Thursday and only for PE outside and also students in Years 10 and 11 will move classrooms to continue their options subjects around the first and second floor, respectively.

All desks have been configured to face the front in accordance with government guidance and students will have a box to store their equipment and exercise books safely. Classrooms will be well-ventilated as much as possible and cleaned thoroughly at the end of each day.



In classrooms, there is a 1m zone between teachers and students and teachers have been advised to not move between groups of students in a room. Teachers may wear a face shield or have additional protective measures in classrooms to ensure they are safe—our staff will be moving between rooms and going to students, rather than students travelling around the Academy in most cases. Staff will still be expected to support students with effective feedback to impact on their learning and progress and this will be done in a variety of safe ways.

Our staff will receive full training on Tuesday 1st September and Wednesday 2nd September to ensure they can skilfully and safely deliver a full curriculum to all students.

## At home...

Homework, set via **Microsoft Teams**, will be very important for all students at the Academy. The vast majority of homework will be in the form of knowledge quizzes to address any gaps in students' understanding. There will also be other assigned tasks too which will involve comprehension and research.

Parents/carers should ensure their child has full access to both Microsoft Teams and also EdLounge. Our **Edlounge** provision, located at <https://jewellery-quarter-academy.edlounge.com> contains learning materials for all current topics that your child will study and can be an additional resource to support them. The school ID is jewellery-quarter-academy. They will be issued with their username and password on Thursday 3rd September. These can also be requested by telephoning reception on 0121 729 7220.

You can find out more about how to support your child using the Collaboration resources, which will shortly be available on the Parent Info section of the app, knowing when the assessments are from our [Events calendar](#) or the '[Excellence](#)' section of the Family Handbook.

We have published a full **Risk Assessment** for parents/carers which is available online:

<http://jewelleryquarter.academy/wp-content/uploads/2020/08/JQA-Covid-19-Risk-Assessment-1.pdf>

# Frequently Asked Questions

The Department For Education has issued some information to parents/carers regarding their child's return to school in Autumn: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

## Will my child need to wear a mask on site?

The DFE guidance outlines that students should not wear masks on site. If they are using public transport, they should be ready to wear a face covering to avoid a fine, however. Face coverings are not worn inside the Academy, although we are regularly reviewing this in line with local measures indicated by the government.

## Will extra-curricular activities or trips take place?

We are looking to give Year 10 and 11 period 6 between 3-4pm on certain days, launching later in the Autumn Term to give them the opportunities to do more practical-based subjects safely. We will keep students and parents/carers informed of these plans. From the autumn term, schools and colleges can resume educational day trips in the UK. They must follow the latest public health guidance and wider guidance for schools and colleges on the actions they can take to reduce risks.

## What happens if I think my child has coronavirus symptoms?

They should not come to school. You should inform the Attendance Officer, Ms Sparg on 0121 729 7220 ext 1411 and book a test for your child. You will need to stay in close contact with our Attendance Officer as to the result of the test, informing her of the outcome as soon as possible. Your **child can continue to learn if well enough via EdLounge and remain in email/Teams contact with their class teachers**. They will have their username and password in their planner or this can be requested from Ms Sparg.

## What happens if there is a suspected case at the Academy?

We have a very precise protocol in the event of suspected cases. [This is publicly available online here.](#)

## What happens if there is a confirmed case of coronavirus at the academy?

Again, we have specific measures in place in accordance with government guidance. [This is also available online here.](#) We will use our app/text system to alert parents of measures that affect them as soon as possible.

## Will my child bring things like books home from the Academy?

No. All exercise books must remain in school. They should bring their own equipment to the Academy, which only they should use. They will not bring their planner home in the first instance either.

## Will my child's uniform need washing every day?

No. You do not need to clean uniforms differently or any more often than usual because of coronavirus (COVID-19). You should wash PE kit after each use though.

## Will food be available for students?

Yes. Students will have a hot offer each day in their designated area (see p3).

## What if there is a local outbreak or a group of students have to remain at home?

In the event of large groups of students remaining at home, timetabled lessons can be delivered by staff via Microsoft Teams—which was very successful during the lockdown period. Most students are accustomed to learning in this way. You should ensure your child has full access to this. Equally, if a child is self-isolating due to a 'suspected case', they can use our EdLounge provision which has full access to our current curriculum topics. (see p4)