



Ark Putney Planning Approach to the Government Tier System

This document is designed to outline the approach at Ark Putney Academy to the government's recently published document around the tiers of local restrictions that could be put in place with a local lockdown due to COVID19.

Tier 1

The default position is that all schools are open fully to students.

There may be situations where staff, individual students or groups of students are sent home due to infection and/or isolation requirements

Tier 1: School responsibility

- Ensure secondary students and staff wear face coverings in communal areas and where instances of social distancing cannot be maintained.
- Update the school behaviour policy with any relevant changes.
- Communicate policy and procedures clearly to parents.
- Inform parents of changes to school attendance so that they are aware that it is statutory.
- Complete a daily summary of education provision to the DfE.
- Ensure that clubs before and after school are bubbled to reduce mixing of students.

Description of provision

Aspect	Provision Detail
How the academy is organised	Entry and exit times have been staggered for the school in key stages The academy arranged into year groups zones so there is no mixing between them. At lunch and break, each year group eats separately from others to avoid mixing and are staggered into the dining area which is zoned Toilets are in designated key stages The school building and playground is split into different zones so that students across year do not mix. The Sixth Form operate as one group All whole school events and assemblies are virtual
Clubs and Enrichment	Clubs will be running at lunchtime and after school All clubs are in year groups to avoid mixing Intervention for year 11 runs after school House events are in year groups or are held virtually
Cleaning	Cleaning regime supplemented with additional cleaning taking place in accordance with Gov.uk guidance: covid-19-decontamination-in-nonhealthcare-settings
Face Coverings	Students wear face coverings in communal spaces and in corridors but can remove them in lessons Students who are medically exempt carry a pass in their independence wallet Non-compliance results in students being issued a negative point Staff wear face masks or visors in communal spaces and corridors and If they wish to wear a mask in lessons do so

Remote Learning	<p>If individual students or groups of students are asked to self-isolate they should access their lessons via MS Teams. Students will be directed to do one or more of the following:</p> <ol style="list-style-type: none"> 1 Join classes remotely on MS TEAMS and access live teaching 2 Access recorded lessons or narrated power points via MS TEAMS 3 Complete and submit work as directed on MS TEAMS by their class teacher <p>Students who have difficulty in accessing digital technology should alert the academy and workbooks will be sent home or digital equipment will be loaned to students (dependant on availability)</p>
Risk Assessments	Reviewed weekly by the Principal and Operations Manager

Tier 2

Secondary schools will operate an onsite / offsite rota system on a two -weekly basis

Tier 2: School responsibility

- Operate a one week on one week off timetable for all students
- Provide remote learning for all year groups not on site
- Review the school risk assessment.
- Issue meal vouchers for students with FSM who are not on site
- Update the school behaviour /safeguarding policy with any relevant changes
- Communicate policy and procedures clearly to parents.
- Inform parents of changes to school attendance so that they are aware that it continues to be statutory.
- Complete a daily summary of education provision to the DfE.
- Make adequate provision for cleaning between the groups.

Tier 2: Description of provision

How the academy is organised	<p>Students will be divided into two groups</p> <p><u>School A</u> Years 12, 10, 7 and half of year nine</p> <p><u>School B</u> Years 13, 11, 8 and half of year nine</p> <p>Parents will be informed of which school their child has been allocated to.</p> <p>School is full-time the week that students are in school with no changes to the timetable</p> <p>The school is to remain open for the children of keyworkers and vulnerable students through community classrooms plus siblings requiring care who are in the opposite rota school</p> <p>Entry and exit times have been staggered for the school in key stages</p> <p>The academy arranged into year groups zones so there is no mixing between them.</p> <p>At lunch and break, each year group eats separately from others to avoid mixing and are staggered into the dining area which is zoned</p> <p>Toilets are in designated key stages</p> <p>The school building and playground is split into different zones so that students across year do not mix.</p>
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	All whole school events and assemblies are virtual
Clubs and Enrichment	Clubs will be running at lunchtime and after school for students attending All clubs are in year groups to avoid mixing Intervention for year 11 runs after school House events are in year groups or are held virtually
Cleaning	Cleaning regime supplemented with additional cleaning taking place in accordance with Gov.uk guidance: covid-19-decontamination-in-nonhealthcare-settings
Face Coverings	Students wear face coverings in communal spaces and in corridors but can remove them in lessons Students who are medically exempt carry a pass in their independence wallet Non-compliance results in students being issued a negative point Staff wear face masks or visors in communal spaces and corridors and If they wish to wear a mask in lessons do so
Remote Learning	Students who are not in school should access their lessons via MS Teams. Students will be directed to do one or more of the following: 1 Join classes remotely on MS TEAMS and access live teaching 2 Access recorded lessons or narrated power points via MS TEAMS 3 Complete and submit work as directed on MS TEAMS by their class teacher Students who have difficulty in accessing digital technology should alert the academy and workbooks will be sent home or digital equipment will be loaned to students (dependant on availability) <i>Any student who has to self-isolate and is unable to attend their week is expected to follow the above</i>
Risk Assessments	Reviewed weekly by the Principal and Operations Manager

Tier 3

Secondary schools will remain open for particular year groups as directed by the DfE /Government

Secondary schools will open for the children of key workers and students who require additional support only

Tier 3: School responsibility

- Provide full time education onsite for children of key workers, students who require additional support, as well as selected year groups determined by the DfE
- Review the school risk assessment.
- Issue meal vouchers for Secondary students with FSM not on site
- Update the school behaviour and safeguarding policy with any relevant changes.
- Communicate policy and procedures clearly to parents.
- Provide remote learning for all year groups not on site
- Inform parents of changes to school attendance so that they are aware that it continues to be statutory
- Complete a daily summary of education provision to the DfE
- Make adequate provision for cleaning between the groups,

Tier 3: Description of provision

How the academy is organised	<p>Parents will be informed of whether their child is in a year group that is expected to be in school</p> <p>School is full-time with no changes to the timetable</p> <p>The school is to remain open for the children of keyworkers and vulnerable students through community classrooms</p> <p>Entry and exit times have been staggered for the school in key stages</p> <p>The academy arranged into year groups zones so there is no mixing between them.</p> <p>At lunch and break, each year group eats separately from others to avoid mixing and are staggered into the dining area which is zoned</p> <p>Toilets are in designated key stages</p> <p>The school building and playground is split into different zones so that students across year do not mix.</p> <p>All whole school events and assemblies are virtual</p>
Clubs and Enrichment	<p>Clubs will be running at lunchtime and after school for those on site</p> <p>All clubs are in year groups to avoid mixing</p> <p>Intervention for year 11 runs after school</p> <p>House events are in year groups or are held virtually</p> <p>Virtual clubs will run for those not in school where possible</p>
Cleaning	<p>Cleaning regime supplemented with additional cleaning taking place in accordance with Gov.uk guidance: covid-19-decontamination-in-nonhealthcare-settings</p>
Face Coverings	<p>Students wear face coverings in communal spaces and in corridors but can remove them in lessons</p> <p>Students who are medically exempt carry a pass in their independence wallet</p> <p>Non-compliance results in students being issued a negative point</p> <p>Staff wear face masks or visors in communal spaces and corridors and If they wish to wear a mask in lessons do so</p>
Remote Learning	<p>Students who are not in school should access their lessons via MS Teams. Students will be directed to do one or more of the following:</p> <ol style="list-style-type: none"> 1 Join classes remotely on MS TEAMS and access live teaching 2 Access recorded lessons or narrated power points via MS TEAMS 3 Complete and submit work as directed on MS TEAMS by their class teacher <p>Students who have difficulty in accessing digital technology should alert the academy and workbooks will be sent home or digital equipment will be loaned to students (dependant on availability)</p> <p><i>Any student who has to self-isolate and is unable to attend their week is expected to follow the above</i></p>
Risk Assessments	<p>Reviewed weekly by the Principal and Operations Manager</p>

Tier 4

Secondary schools will open for the children of key workers only and children who require additional support. All other students will access remote leaning

Tier 4: School responsibility

- Operate a complete educational provision for all students through remote learning
- Provide education onsite for children of key workers and students who need additional support
- Review the school risk assessment.
- Issue meal vouchers for all students with FSM who are off site
- Update the school behaviour and safeguarding policy with any relevant changes.
- Communicate policy and procedures clearly to parents
- Complete a daily summary of education provision to the DfE
- Make adequate provision for cleaning between the groups that remain on-site

Tier 4: Description of provision

How the academy is organised	The vast majority of students will access their learning remotely The school is to remain open for the children of keyworkers and vulnerable students through community classrooms
Clubs and Enrichment	Clubs will run remotely on-line House events are held virtually
Cleaning	Cleaning regime supplemented with additional cleaning taking place in accordance with Gov.uk guidance: covid-19-decontamination-in-nonhealthcare-settings
Face Coverings	Students wear face coverings in communal spaces and in corridors but can remove them in lessons Students who are medically exempt carry a pass in their independence wallet Non-compliance results in students being issued a negative point Staff wear face masks or visors in communal spaces and corridors and If they wish to wear a mask in lessons do so
Remote Learning	Students who are not in school should access their lessons via MS Teams. Students will be directed to do one or more of the following: 1 Join classes remotely on MS TEAMS and access live teaching 2 Access recorded lessons or narrated power points via MS TEAMS 3 Complete and submit work as directed on MS TEAMS by their class teacher Students who have difficulty in accessing digital technology should alert the academy and workbooks will be sent home or digital equipment will be loaned to students (dependant on availability) <i>Any student who has to self-isolate and is unable to attend their week is expected to follow the above</i>
Risk Assessments	Reviewed weekly by the Principal and Operations Manager