



Planning Approach to the Government Tier System

This document is designed to outline the approach at Bolingbroke 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. There are 4 tiers: -

- Tier 1 – Academy fully open to students (September 2020)
- Tier 2 – Secondary schools will operate an onsite / offsite rota system on a two -weekly basis
- Tier 3 – Secondary schools will remain open for specific year groups as directed by the DfE /Government
- Tier 4 - Secondary schools will open for the children of key workers only and children who require additional support. All other young people will access distance remote leaning.

In all events of a year group who are accessing distance learning please see their timetables on the website.

Tier 1 - The default position is that all schools are open fully to pupils (Year 7-11) and students (Year 12 & 13).

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

Tier 1: School responsibility

- Ensure secondary pupils/ 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 academic year groups 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 cubicles are in designated year groups The school building and playground is split into different zones so that pupils across year do not mix. The Sixth Form (Year 12 and 13) operates as one bubble. Whole school events and assemblies are virtual
Clubs and Enrichment	Clubs will be running after school All clubs are in year groups when social distancing is not possible Tutoring for year 11 are run during Civitas time &/or after school House events are in year groups or are held virtually

In addition, the following aspects will apply to all 4 tiers.

Aspect	Provision Detail
Cleaning	Cleaning regime supplemented with additional cleaning taking place in accordance with Gov.uk guidance: covid-19-decontamination-in-nonhealthcare-settings
Face Coverings	All young people, staff and necessary visitors wear face coverings in communal spaces and in corridors but can remove them in lessons People who are medically exempt or anxious wear a orange lanyard Non-compliance results in young people being taught their social responsibility. Only if the issue escalates to defiance or poor attitude will it result in negative house points. 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	If individual pupils/students or groups of young people are asked to self -isolate they should access their lessons via one note and MS Teams. Pupils/Students will be directed to do one or more of the following:

	<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 via one note on MS teams as directed by their class teacher. <p>Young people who have difficulty in accessing digital technology should alert the academy to resolve the technology issue, so the Academy can provide additional training and support. This may include digital equipment which will be loaned to a young person (dependant on availability)</p>
Risk Assessments	Reviewed weekly by the Operations Manager and with the Principal when government guidance is updated.

Tier 2 - Secondary schools will operate an onsite / offsite rota system on a two -weekly basis

Tier 2: School responsibility

- Operate a predominant one-week on one-week off timetable for many year groups in the Secondary years. Due to Year 7 missing 4 months of Primary education and to support their well-being Year 7 will remain on site continuous unless we move to tier 3.
- Enable post 16 years to attend lessons only in Sixth form (Year 12 & 13).
- Provide distance learning for all year groups not on site.
- Review the school risk assessment.
- Issue meal vouchers for Secondary pupils with FSM and Sixth form students with bursary.
- 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

Aspect	Provision Detail												
How the academy is organised	<p>Year 7 will attend Bolingbroke Academy week A & B unless self-isolating. Year 12 & 13 will only attend lessons in week A & B unless self-isolating. Study periods only on site if between lessons or to provide additional support due to individual circumstances.</p> <p>Year 8, 9, 10 and 11 pupils will be divided into two groups</p> <ul style="list-style-type: none"> • Week A - Years 8 & 11 <i>In addition, Year 8 & 10 key worker children and individual agreement with parents/carers due to personal circumstances.</i> • Week B - Years 9 & 10 <i>In addition, Year 8 & 10 key worker children and individual agreement with parents/carers due to personal circumstances.</i> <p>Parents/carers will be informed which week we will commence tier 2 (week A or B dependent on the timings. Weeks A & B are highlighted on the whole school calendar on the Academy website.</p> <p>School is full-time the week that pupils are in school with no changes to the timetable.</p> <p>The school will remain open for the children of keyworkers and vulnerable pupils through community classrooms plus siblings requiring care who are in the opposite rota school.</p> <p>Entry and exit times remain the same as tier 1: -</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th></th> <th>Butterfly garden</th> <th>Courtyard</th> <th>Reception</th> </tr> </thead> <tbody> <tr> <td>1st entry time</td> <td>Year 7</td> <td>Year 8</td> <td>Year 11</td> </tr> <tr> <td>2nd entry time</td> <td>Year 9</td> <td>Year 10</td> <td>Sixth form (Y12&13)</td> </tr> </tbody> </table> <p>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 cubicles are in designated to year groups The school building and playground is split into different zones so that students across year do not mix. All whole school events and assemblies are virtual – all events are accessed from home if distance learning.</p>		Butterfly garden	Courtyard	Reception	1 st entry time	Year 7	Year 8	Year 11	2 nd entry time	Year 9	Year 10	Sixth form (Y12&13)
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Clubs and Enrichment	<p>Clubs will be running after school All clubs are in year groups when social distancing can not be maintained. Tutoring for year 11 & 13 in Civitas or after school House events are in year groups or are held virtually</p>												

Tier 3 - Secondary schools will remain open for specific 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 pupils with FSM and Sixth form students with bursary.
- 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

Aspect	Provision Detail
How the academy is organised	Parents/carers will be informed of whether their child is in a year group that is expected to be in school School is full-time with no changes to the timetable The school is to remain open for the children of keyworkers and vulnerable students through community classrooms Entry and exit times have been staggered for the school in year groups. 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 cubicles are designated by year groups. The school building and playground is split into different zones so that students across year do not mix. All whole school events and assemblies are virtual
Clubs and Enrichment	The year group on site will be able to attend clubs after school All clubs are in year group Potentially tutoring and intervention for the year group in Civitas or after school House events are in year groups or are held virtually

Tier 4 - Secondary schools will open for the children of key workers only and children who require additional support. All other young people will access distance learning.

Tier 4: School responsibility

- Operate a complete educational provision for all Students through remote learning
- Provide education onsite for all Primary and Secondary children of key workers and students who need additional support
- Review the school risk assessment.
- Issue meal vouchers for all students with FSM.
- 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

Aspect	Provision Detail
How the academy is organised	Most young people 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 only run if the capacity to run on-line is possible remotely. House events are in year groups or are held virtually

If you have any queries, please do not hesitate to contact info@arkbolingbrokeacademy.org.