



# PURPLE OAKS ACADEMY

**Principal:** Mrs S Martin

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1<sup>st</sup> September 2021

Dear Parents/Carers,

We hope you have managed to have an enjoyable summer break, everyone at Purple Oaks is looking forward to welcoming students back to school on **Monday 6<sup>th</sup> September**. Please find lots of information below to hopefully answer any questions you may have about the start to the year.

## Classes

A reminder that our academy is divided into phases, each with their own leader. There are a number of classes within each phase. Your child's teacher can be contacted on the academy telephone number or by email. They are also available for face to face conversations at the start and end of the academy day. Please be aware that our teachers are in class for 90% of the week and therefore may not be able to reply immediately. They are your first point of contact for any questions or concerns. If any concerns need to be escalated you should speak to your phase leader. Further to this you can contact myself, or Helena Bull (Deputy Principal) at the academy.

Class	Teacher(s)	Support staff
Early Years Phase Leader: Miss Nelson		
Willow	Miss Nelson & Miss Jarrett <a href="mailto:cnelson@purpleoaksacademy.org">cnelson@purpleoaksacademy.org</a>	Mrs King
Beech	Mrs Partridge <a href="mailto:hgreen@purpleoaksacademy.org">hgreen@purpleoaksacademy.org</a>	Mr Coleman
Chestnut	Miss Bland <a href="mailto:lbland@purpleoaksacademy.org">lbland@purpleoaksacademy.org</a>	Miss Poenar
Birch	Miss Pritchard <a href="mailto:hpritchard@purpleoaksacademy.org">hpritchard@purpleoaksacademy.org</a>	Mrs Moldram
Lower Phase Leader: Miss Williams		
Cedar	Mrs Scholtz <a href="mailto:jscholtz@purpleoaksacademy.org">jscholtz@purpleoaksacademy.org</a>	Mr Dickens
Oak	Miss Whyte <a href="mailto:lwhyte@purpleoaksacademy.org">lwhyte@purpleoaksacademy.org</a>	Mrs Roberts
Elm	Miss Williams <a href="mailto:jwilliams@purpleoaksacademy.org">jwilliams@purpleoaksacademy.org</a>	Mrs Barnes
Middle Phase Leader: Ms Green		
Sycamore	Ms Green <a href="mailto:lgreen@purpleoaksacademy.org">lgreen@purpleoaksacademy.org</a>	Mrs Raybould

***The Purple Oaks Academy is part of the Greenwood Academies Trust group of academies***

*The Greenwood Academies Trust is a company limited by guarantee, registered in England and Wales, registered number 06864339.*

*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>*

Larch	Mrs Young <a href="mailto:tyoung@purpleoaksacademy.org">tyoung@purpleoaksacademy.org</a>	Mrs Green
Pine	Miss Wills <a href="mailto:fwills@purpleoaksacademy.org">fwills@purpleoaksacademy.org</a>	Mr Shoko
Ash	Mrs Phillips <a href="mailto:nphillips@purpleoaksacademy.org">nphillips@purpleoaksacademy.org</a>	Mrs Money
Upper Phase Leaders (Acting): Mrs Dennis and Mrs Wynn <a href="mailto:ldennis@purpleoaksacademy.org">ldennis@purpleoaksacademy.org</a> and <a href="mailto:pwynn@purpleoaksacademy.org">pwynn@purpleoaksacademy.org</a>		
Kestrels	Mrs Peart <a href="mailto:rpeart@purpleoaksacademy.org">rpeart@purpleoaksacademy.org</a>	Miss Faulkner
Eagles	Mr Billington /Mrs Dennis/Mrs Wynn/Mrs Neil/Mrs Manners	Miss Mayhew
Hawks	Mr Billington /Mrs Dennis/Mrs Wynn/Mrs Neil/Mrs Manners	Miss Copus/ Miss Dunk/ Miss Quiery
Owls	Mr Billington /Mrs Dennis/Mrs Wynn/Mrs Neil/Mrs Manners	Miss Copus/ Miss Dunk/ Miss Quiery

### What are the arrival and collection points for parental drop offs?

The drop off window has worked well during the last year and we are going to keep that in place.

Phase	Drop off	Collection	Drop off Point
Early Years	8.45-9.00	3.00-3.15	Early Years gate
Lower Phase	8.45-9.00	3.00-3.15	Hall door closest to Reception
Middle Phase	8.45-9.00	3.00-3.15	Hall door closest to Reception (please note this has changed)
Upper Phase	8.45-9.00	3.00-3.15	Dining room door

Students who are transported by the Local Authority will continue to be dropped at the hall door.

Staff will be available at each drop off point to support the students. Where possible we encourage the students to walk independently to their classrooms. If you would like to speak to your child's teacher during the drop off period please make the member of staff on the door aware.

### Handwashing

Handwashing continues to be an important part of the Covid-19 operating procedures for schools. Students will be supported to wash their hands at the following times as a minimum:

- On arrival to the academy
- Before snack
- After breaktimes
- Before lunch
- After sneezing, coughing, blowing nose or visiting the bathroom.

We will be encouraging students to wash their hands with soap and water; however, there will also be hand sanitiser available throughout the academy.

### Uniform and PE kit

Students should attend the academy in full uniform and school shoes. To support changing and developing independence we will be changing all students for PE in the academy rather than them travelling to school in their PE kit. This gives additional opportunities for students to practice life skills such as buttons and tying laces. As always staff will be on hand to support students who need it. Please send your child's PE kit with them every day.

### **What will lessons and classrooms look like?**

Lessons and classrooms will all go back to normal. Desks will no longer need to be forward facing, unless the teachers want to organise it like this. We will continue to deliver a broad and balanced curriculum, and we will continue to work on our key drivers of Independence, Communication and Emotional Regulation.

### **What will Lunchtimes and Playtimes look like?**

Lunchtimes and playtimes will be back to usual and all students will be able to mix with each other. Our youngest students (Early Years classes) will have snack and lunch in their classrooms. All other students will go to the dining room.

Early years have their own outdoor area and will use this for break and lunchtime play. All other phases will use the courtyards, MUGA (multi use games area), playing field (weather permitting) and play equipment. Break and lunchtimes will be split into the different phases so that there are not too many children at once.

### **Assemblies**

We will all be able to meet in the hall, once again, for assemblies. Assemblies are held in phases so that they can be age and developmentally appropriate. Monday: Phase assembly linked to our weekly theme. Tuesday, Wednesday and Thursday are class assemblies again linked to our weekly theme and further personalised for each class. Friday is a celebration assembly where we meet to celebrate something that each student has done to be proud during that week and nominate a 'Star of the Week' for each class.

### **Visits**

Over the coming weeks we will be starting to go off site on visits. Please ensure you have completed your consent forms. We will be having 'out and about' visits or visitors linked to each theme and also reward visits. We are also hoping to start swimming for Year 5 and 6 (usually swimming is only for Year 5 but we are providing swimming for our Year 6s also as they missed out last year). If any parents are able to support with swimming, particularly in the early weeks, please let your class teacher know as your help would be most appreciated.

### **What happens if someone becomes unwell?**

If anyone becomes unwell, with a new, continuous cough or a high temperature they will be isolated in the medical room and we will contact you to collect them immediately. You will be asked to arrange a COVID-19 PCR test. Where a child or staff member tests positive, the rest of their class will not need to isolate and should continue to attend the academy as normal.

If a family member of a student tests positive only that family member needs to isolate, the student should continue to attend school as usual. It would be helpful if staff are aware of a positive case within the family so they can be aware of symptoms within the student. This information will only be shared with parents/carers express permission.

Should there be an outbreak within the academy (5 confirmed cases within 10 days) we will continue to take advice from Public Health England and we will start procedures outlined in our COVID-19 Outbreak Management Plan - a copy of which can be found on the website along with our Covid-19 risk assessment.

### **Face Coverings**

Face coverings no longer need to be worn by staff, however, some staff may choose to continue to wear them when they are unable to maintain social distancing and they have my full support to do so. Likewise, it is no longer requested that parents and carers wear a face covering when visiting the academy for drop off/collection or for meetings. However, should you wish to wear one then please do so. There is no requirement for students to wear face coverings.

### **Asymptomatic testing – secondary aged students and staff**

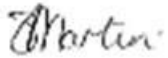
Our secondary aged students have been offered two onsite tests when they return. These tests will take place, for those students for whom we have consent, on Monday 6<sup>th</sup> September and Thursday 9<sup>th</sup> September. Should a student test positive with the onsite testing they will be isolated and required to be collected and a confirmation PCR test arranged. Following this we will continue to send home testing kits home and students should test twice weekly. The government

will be reviewing this policy at the end of September. Our staff will also continue to be asked to complete twice weekly testing.

Please be aware, these arrangements could change, should government guidance change.

If you have any questions, or concerns, then please do not hesitate to contact me.

Yours Sincerely

A handwritten signature in cursive script that reads "Martin".

Sarah Martin  
Principal