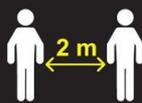


On your journey



Maintain 2 metre distance where possible



Use a face covering, if you can, when you will be close to others



Use contactless payment where possible



Be patient and follow instructions from transport staff



Wash or sanitise your hands as frequently as possible

STAY ALERT › CONTROL THE VIRUS › SAVE LIVES

For further information visit www.gov.uk/coronavirus

Frequently Asked Questions Academic Tutorials for Year 10 Students

Question	Answer
<p>What is an academic tutoring appointment?</p>	<p>Academic tutoring offers a face-to-face appointment with a member of Academy teaching staff. The purpose of the tutoring is to provide the students (3 max in a group) with the opportunity to review their learning and engagement, plan for the next half term and for the student to raise any worries about the courses they are being examined in May/June 2021. As part of the meeting, the tutor will also check on the student's wellbeing.</p> <p>The aim is to offer each Y10 student more than one face to face appointment, lasting one hour, before the summer break. Ideally all of Year 10 will be supported each week.</p> <p>Three cohorts of students:</p> <ul style="list-style-type: none"> • Academic tutoring - face to face • Shielding/self -isolating students who cannot attend - phone calls • Those students who have not been able to engage in Google classrooms - longer sessions in the academy to make sure they are engaged in the same way the other students have.
<p>Why is it only Y10 being offered the</p>	<p>Following Government guidelines, Years 10 and 12 only will be offered face to face contact in secondary schools with their</p>

<p>academic tutoring appointment?</p>	<p>teachers. This is because these year groups will terminate their key stage education in June 2021.</p> <p>Government guidelines can be found at https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-secondary-schools</p>
<p>How will you decide who my son/daughter's academic tutor will be?</p>	<p>The academic tutors are key staff in school who will be working with your child next year.</p>
<p>Who will be present at the academic tutoring appointment?</p>	<p>The appointment is for the academic tutor and student only. Parents/carers must not attend the meeting - this is not a parents' evening appointment. There are no plans to teach students in a classroom based situation prior to the summer break.</p>

<p>How will the appointment ensure social distancing measures are adhered to?</p>	<p>There are a range of planned measures that the Academy has implemented to ensure social distancing during the academic tutoring appointments. There are clear markings around the site which identify where the two metre points are. The Academy has been preparing for this opening in line with the building project and have placed the Y10 bubble in areas that have been linked to new toilets in the Annex.</p> <p>Whilst the Academy will place student and staff safety at the heart of what they are doing, we need parents/carers to support the Academy in reinforcing with their child the importance of adhering to social distancing measures both in travelling to/from the Academy and whilst on site.</p>
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How will the appointment ensure social distancing measures are adhered to?

The appointment will take place in an allocated classroom in the Annex. We have chosen this block as they have multiple washing facilities. The student will only go to that classroom whilst on site, students must leave the site immediately once their appointment has finished.



For students who are part of the paper based group they will arrive via the Arncliffe view entrance at 10 am and will then follow the one way system to Comm 1 where they will be based for two hours on Thursday and Friday.

How many students will the academic tutor be in contact with?

The academic tutor will be responsible for a 'bubble' of no more than 15 students face to face. These are the only people the tutor will have any face to face contact with on site. They will see students in groups of threes to support greater social engagement. However this will all be under social distance conditions.

What happens when my son/daughter arrives for their appointment?

We cannot stress how important it is that students arrive 5 minutes before the start of their appointment. Students will enter via Arncliffe Road only. When they arrive they must sanitise their hands at the dispensers provided. Only when they have done this, they enter the site and walk directly to the washing facilities in the Annex. Each VMG will be allocated a bathroom to wash their hand before beginning their appointment.

How will the appointment ensure social distancing measures are adhered to?

Can parents wait for their child on site?

Unfortunately, we cannot provide a waiting area inside the academy.

What does my child need to bring with them?

They do not need to bring anything with them. As the appointment only lasts an hour students must not bring any food or drinks onto site as this will increase the deep cleaning needed to maintain safe working practices. Any student who arrives with drink/food will be asked to dispose of this in the bins provided at the Academy entrance before attending their appointment.

Students do not need to wear uniform for their appointment but we ask that they dress appropriately for a meeting with a member of staff.

What measures are in place to ensure the room is kept clean in between appointments and at the end of the day?

The student and staff member will only access a marked area of the classroom. The door will remain open at all times to ventilate the area and to ensure neither the student nor staff member needs to touch the door handle.

The student and staff member will sit with at least 2 metres between them and only the teacher will touch the computer and keyboard. There will be markings on the floor and signs around the site making clear the rules students must follow whilst on site. All students MUST follow these at all times.

There will be antiseptic dispensers in every classroom and at the start and end of each appointment the student and member of staff will be expected to apply to their hands. Between each appointment, the classrooms will be cleaned.

What do I need to know about students arriving/leaving the academy?

We need the full support of parents/carers to reinforce the Government's guidelines to ensure students understand the importance of social distancing.

Government guidelines can be found at:

<https://www.gov.uk/government/news/pm-six-people-can-meet-outside-under-new-measures-to-ease-lockdown>

Government guidance currently advises people to travel either using a car, on foot or using a bicycle. However, we cannot offer a sterile environment within the bike shed facilities as it is not feasible to maintain the 2 metre distancing between students when dropping off/collecting bikes, Likewise, due to the skeleton staff available on

	<p>site we cannot supervise the bike sheds and therefore guarantee the security of students' property.</p> <p>Students who need to travel to the Academy using public transport should be mindful of the Government guidelines on travelling by bus or train. The recommendations are:</p> <ul style="list-style-type: none"> • keeping 2 metres apart from others wherever possible • wearing a face covering if you can • using contactless payment where possible • avoiding rush hour travel where feasible • washing or sanitising your hands as soon as possible before and after travel • following advice from staff and being considerate to others <p>Government guidelines can be found at: https://www.gov.uk/government/news/new-guidance-published-to-ensure-transport-network-is-safe-for-those-who-need-to-use-it</p>
<p>I want my child to access the face-to-face academic tutoring but they are in a group that is shielding.</p>	<p>If your child is classed as 'clinically extremely vulnerable' he/she must not attend site for the academic tutoring session. Guidance on people in the shielded group will not be reviewed before 30 June and therefore we will provide academic tutoring via telephone conversation.</p> <p>Government guidelines can be found at https://digital.nhs.uk/coronavirus/shielded-patient-list</p>
<p>How will the academic tutor know what to discuss with my child?</p>	<p>All teachers will have completed a review of the Y10 students they teach and provided comments on their Google Classroom engagement. The tutor will be provided with a summary of:</p> <ul style="list-style-type: none"> • Frequency of submission • Quality of work produced • Next steps for the student <p>The tutoring session will focus on English, Maths, Science and their selected EBACC subjects (Geography, History, Language) only. The aim is that students will leave with 3 key areas to focus on before returning the following week. Students will already have direct contact with their tutor via Google Classrooms and until the end of term, the tutor can monitor their progress and offer support where it is needed. The plan will be emailed to the students' google classroom accounts for their academic tutoring group.</p>
<p>Will online work continue for my child?</p>	<p>YES. It is really important students continue to engage in the remote learning provided by class teachers, via Google Classrooms. The academic tutoring is to help address any emerging gaps or issues for Y10 who are expected to take their Key Stage 4 qualifications in</p>

	<p>2021. Where possible staff will provide recorded lessons and videoed tutorials to supplement the materials provided. If a student is having a problem with any aspect of his/her learning, the first person he/she must contact is the classroom teacher via the messaging function on the Google Classroom. The academic tutor will continue to support but subject specific questions will be answered by the teacher who is responsible for setting and marking the student's work.</p>
<p>What else is available to support my child during the academy closure?</p>	<p>All parents will be sent information weekly about what students would be engaged with that week as a checklist to aid students. These will be shared with students also. Students are also encouraged to join in the VMG programme each week where they can talk to their old VMG group and share stories and take part in the general knowledge quiz. Life groups have been offering a variety of activities weekly which are linked to areas students have asked for and relevant social issues. We encourage all students to engage with the activities in the VMG Programme as it helps to maintain a sense of normality and regularity for students. This is every Tuesday at 2:45 for 10 minutes.</p> <p>Y10 have also been given the school mobile number for Miss Wilson in case of an emergency or if they need guidance.</p>
<p>You mentioned that there will be a well-being check as part of the academic tutoring? What is this and why is it important?</p>	<p>The academic tutoring sessions will start with a more general check-in with students about how they are coping. The staff have received training to ensure they can identify and refer any student who may need support. We recognise that the lockdown has created challenging circumstances, some of which are difficult but can be managed by the family unit and the interventions already provided by the academy. If a student is struggling significantly with anxiety; has contracted Covid-19 or a member of their household has; they have suffered a bereavement or any other wellbeing issue emerges the Academy can offer increased contact or referrals to other agencies. This would be discussed with the parent/carer and student.</p>
<p>What happens if a student does not adhere to the guidelines whilst on site?</p>	<p>The academic tutorials must be conducted in a safe environment for <u>all students</u> and <u>all staff</u>. The reason why the government has asked schools to provide face-to-face contact is to address the potential gaps in learning ahead of moving into Year 11 when students will be taking examinations.</p> <p>Clearly, any student who cannot behave in a safe, sensible and responsible manner could put students and staff at risk. Your support in reinforcing the messages in these FAQs before the appointments take place is incredibly important. Working together we believe we can provide Y10 students with much needed contact in a secure environment.</p>

Are attendance measures still continuing when school opens?	<p>Students will be given an attendance mark based on their attendance in school. If your child does not attend at his/her allocated time then you will be contacted to establish where he/she is. Other attendance codes will be used for those who are shielding or have medical issues etc. Fines will not be issued this time.</p> <p>Government guidelines can be found at: https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june</p>
What happens next?	<p>The Learning Manager team will be in contact to arrange an appointment time and deal with any general queries you may have. As always, the 'Academy Contact Us' form is available on our website which parents/carers can use. enquiries@cityfields.outwood.com</p>