



Believe, Succeed, Together

Covid-19 Frequently Asked Questions (FAQ)

October 2021

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1.0 Attendance

1.1 Are all pupils expected to attend school?

Yes. The Government's [Operational Guidance](#) states the following in respect to attendance:

'School attendance is mandatory for all pupils of compulsory school age and it is priority to ensure that as many children as possible regularly attend school'.

The Academy's target for all pupils is to achieve an attendance of **100%** to afford them the best opportunity to fulfil their potential.



% Attendance	Description
100%	Excellent
98.0-99.9%	Good
96.0-97.9%	Average
<96.0%	Below Average

To facilitate the above target, the Academy will be resuming its pre-pandemic catch-up policy in accordance with section 1.3 of the [Attendance Policy](#) (below).

*'When a pupil is absent from school, they **must** catch up with any work missed. This will be monitored using a 'catch-up form' administered and coordinated by the Attendance Support Coordinator.*

Pupils with an attendance of 96+% will be permitted 5 school days to catch up with any work missed. This will be recorded on a catch-up form and signed off by the classroom teacher. The Attendance Support Coordinator will complete the final 'sign off' to confirm that all worked missed has been caught up. Pupils who do not catch up within 5 school days, will be directed into 'catch up sessions' during break, lunch and afterschool, until such time as the work is caught up. Pupils with an attendance <96% and/or who are absent due to an unauthorised holiday, will be directed into 'catch up sessions' during break, lunch and afterschool, until such time as the work is caught up'.

Pupils will follow a normal school day, with five 65 minute lessons, a 25 minute break and a 35 minute lunch.

Period	Time
Morning Registration	8.35 - 8.50
Period 1	8.50 - 9.55
Period 2	9.55 - 11.00
Break	11.00 - 11.25
Period 3	11.25 - 12.30
Period 4	12.30 - 13.35
Lunch	13.35 - 14.10
Period 5	14.10 - 15.15
Period 6*	15.15 - 16.00

*Year 11 only (Monday-Thursday).

2.0 System of Controls

2.1 Has the Government reviewed the public health position for schools?

Yes. This is covered in the DfE's [Evidence Summary](#).

2.2 Is the Academy still required to undertake a risk assessment?

Yes. A risk assessment has been in place since March 2020 and is reviewed on a weekly basis. Along with the FAQ document, it is published on the Academy's website - [Covid-19 Updates](#).

2.3 Will pupils be organised into year group 'bubbles'?

No. The Government's [Operational Guidance](#) states the following in respect to 'bubbles':

'At Step 4 we will no longer recommend that it is necessary to keep children in consistent groups ('bubbles').'

2.2 Will year groups arrive and leave at different times?

No. Pupils can arrive and leave at the same time, although the following should be noted:

- Year 7 and 8 pupils should arrive and leave via the Front (Main Footpath).
- Year 9, 10 and 11 pupils should arrive and leave via the Front (Side Entrance).
- Any pupil in Year 7-11 can arrive or leave via the Back (Gate).
- On arrival, pupils are required to go straight to their Form room (from 8.25 a.m.) – see below.
- Break has been extended to 25 minutes and lunch reduced to 35 minutes.

	Ashdown	Bowland	Elveden	Kielder	Richmond	Sherwood	Whinfell
HOH	M. Pearl	H. Simm	J. De'Ath	D. Bracknell	S. Wheeler	S. Daltrey	D. Braybrook
SLT	Y. Moyet	P. Barrett	L. Hodgson-Clark	J. Schmid	C. Niner	M. Cartlidge	D. Piercy
7	A. Bacon En6	L. Keyes Hu2	I. Rossi Ma7	F. Rodha Dt4	N. Hewitt Pe1	E. Heath Sc3	V. Lang Hu4
8	L. James SC9	C. Adams En8	L. Childs En2	S. Brown Ma3	K. Danson En9	J. Edwards Hu5	J. Clark Ma8
9	J. Lewis Ma1	L. Montaguard Mfl2	M. Reynolds Dt2	M. Georgieva Mfl3	N. Lawrence Sc6	R. Casey Ma9	J. Haslett Mfl4
10	Z. William and J. Chambers Mfl1	L. Guichard (C. Clark) Sc7	A. Steed En1	L. Abbot IT7	S. Howard En5	S. Harrison Pa2	N. Lillywhite Hu6
11	S. Stanley and L. Goodlad Hu7	N. Dunn IT6	M. Samir Ma6	N. Amaehwule Sc4	V. Otempong Ma5	B. Salmon Art2	E. Potts Hu1

2.3 Do pupils, staff visitors have to wear a face covering?

No. The Government's [Operational Guidance](#) states the following in respect to face coverings:

'From Step 4, face coverings will no longer be advised for pupils, staff and visitors either in classrooms or in communal areas'.

2.4 What are the arrangements with Covid-19 testing?

Prior to the beginning of the Autumn Term (no earlier than 3 working days), staff and pupils were offered two on-site tests, 3-5 days apart. Following this, [Lateral Flow Device](#) (LFD) tests will be distributed to staff and pupils and regular intervals to allow for twice weekly testing at home - [LFD Self-Testing Video](#).

2.5 What hygiene measures are in place?

- Additional cleaning will take place throughout the school day in line with [Cleaning in Non-Healthcare Settings](#) guidance.
- Desks, door handles, outdoor spaces and other critical areas will be cleaned regularly with disinfectant.
- A deep clean of the Academy site will be undertaken once a week.
- Pupils should arrive to school with their hands thoroughly washed and should use hand sanitizers that are placed at entrances and in classrooms.
- Pupils will be reminded to wash their hands before and after eating, and after sneezing or coughing.
- Pupils will be reminded to use a tissue or elbow to cough or sneeze and use bins for tissue waste - ['Catch it, Bin it, Kill it'](#).
- Staff will be reminded to ensure doors and windows are open and rooms are well-ventilated - [HSE Air Conditioning and Ventilation](#).
- Additional (external) toilets and handwashing facilities will remain in situ.

2.6 Is Personal Protective Equipment (PPE) required?

No. The Government's [Operational Guidance](#) states the following in respect to PPE:

'Most staff will not require PPE beyond what they would normally need for their work'.

Where PPE is required, refer to [PPE Use in Schools](#) guidance.

2.7 Will additional controls be introduced in the event of a local outbreak?

If the Academy has several confirmed cases within 14 days, this may indicate an 'outbreak'. The [Contingency Framework](#) describes the principles of managing local outbreaks of Covid-19. Local authorities, Directors of Public Health (DsPH) and PHE Health Protection Teams (HPTs) can recommend measures described in the framework as part of their outbreak management responsibilities.

All schools should have an outbreak management plan outlining how they would operate if any of the measures described within the [Contingency Framework](#) were recommended in their area. In such instances, the Academy is likely to revert to a modified risk assessment - [Covid-19 Outbreak Management Plan](#)

2.8 What is the situation with the Covid-19 vaccine for 12 to 15 year olds?

On 14th September, the Government released its [Covid-19 Response: Autumn and Winter Plan](#).

The Plan's primary strategy is 'Building our Defences through Pharmaceutical Interventions' i.e. vaccines. In terms of schools, this involves offering one dose of the Pfizer/BioNTech Covid-19 vaccine to children aged 12 to 15 - [DHSC Press Release](#).

In deciding whether the Covid-19 vaccine should be given to children aged 12 to 15, the Academy's understanding is that the Joint Committee on Vaccination and Immunisation (JCVI), considered all the current known evidence and concluded that there was only a marginal benefit to children. It therefore deferred the decision to the Chief Medical Officer (CMO) who decided that there were wider issues relevant to children and approved the rollout of the vaccination programme.

It would not be appropriate for the Academy to offer a view on whether children take up the offer of the Covid-19 vaccine. General advice, as with any medical procedure or pharmaceutical intervention, is for parents and children to consider the full range of information available and make an informed decision.

Like all school-based vaccination programmes, the vaccine will be administered by healthcare staff with appropriate qualifications who are trained in the vaccination of children and young people.

Refer to - [Covid-19 Vaccine Letter](#); [Covid-19 Vaccine Update Letter](#); [Covid-19 Vaccine Update Letter 2](#); and [NHS Covid-19 Vaccine Letter](#)

3.0 Covid-19 Response - Staff

3.1. What happens if I develop symptoms of Covid-19 whilst at home?

Check that you have [Covid-19 Symptoms](#).

Do not attend work.

Arrange a [PCR Test](#).

Whilst waiting for the outcome, you are required to self-isolate.

If the test is **negative**, you can come out of self-isolation and return to work.

If the test is **positive**, you must self-isolate for **10 days from the onset of symptoms**.

3.2 What happens if I develop symptoms of Covid-19 whilst at work?

You will be sent home and asked to follow the guidance in section 3.1 (above).

3.3. A member of my household has developed symptoms of Covid-19, what do I do?

The household member should follow the guidance outlined in section 3.1 (above).

Providing that you are **fully** vaccinated (and 14 days have passed since your second dose), or you are not able to get vaccinated for **medical reasons**, you **do not** need to self-isolate unless you develop symptoms, but if you are identified as a 'contact' you will be contacted by NHS Test and Trace and advised to take a PCR test.

3.4. I have been identified as a 'contact' by NHs Test and Trace, what do I do?

Providing that you are fully vaccinated, you **do not** need to self-isolate unless you develop symptoms.

3.5. I have recorded a positive result using a lateral flow test (LFT)?

You should self-isolate and (within 2 days of the LFT) arrange a confirmatory [PCR Test](#).

If the test is **negative**, you can come out of self-isolation and return to work.

If the test is **positive**, you must self-isolate for **10 days from the onset of symptoms or, in the absence of symptoms, the day of the positive test result**.

3.6. Do I need to test regularly if I have previously tested positive for Covid-19?

The Government [Stay at Home](#) guidance states the following:

'Anyone who has previously received a positive Covid-19 PCR test result should not be re-tested within 90 days of that test, unless they develop any new symptoms of Covid-19.'

4.0 Covid-19 Response - Pupils

4.1 What happens if I develop symptoms of Covid-19 whilst at home?

Check that you have [Covid-19 Symptoms](#).

Do not attend school.

Arrange a [PCR Test](#).

Whilst waiting for the outcome, you are required to self-isolate.

If the test is **negative**, you can come out of self-isolation and return to school.

If the test is **positive**, you must self-isolate for **10 days from the onset of symptoms**.

4.2 What happens if I develop symptoms of Covid-19 whilst at school?

You will be isolated in the Conference Centre until you can be collected by your parents and asked to follow the guidance in section 4.1 (above).

4.3. A member of my household has developed symptoms of Covid-19, what do I do?

The household member should follow the guidance outlined in section 4.1 (above).

In line with wider changes to self-isolation from 16th August, as a child under the age of 18 years, if identified as a 'contact', you **do not** need to self-isolate, unless you develop symptoms. You will, however, be contacted by NHS Test and Trace and advised to take a PCR test.

4.4. I have been identified as a 'contact' by NHS Test and Trace, what do I do?

You **do not** need to self-isolate, unless you develop symptoms, but NHS Test and Trace will advise that you take a PCR test.

4.5. I have recorded a positive result using a lateral flow test (LFT)?

You should self-isolate and (within 2 days of the LFT) arrange a confirmatory [PCR Test](#).

If the test is **negative**, you can come out of self-isolation and return to school.

If the test is **positive**, you must self-isolate for **10 days from the onset of symptoms or, in the absence of symptoms, the day of the positive test result**.

4.6. Do I need to test regularly if I have previously tested positive for Covid-19?

The Government [Stay at Home](#) guidance states the following:

'Anyone who has previously received a positive Covid-19 PCR test result should not be re-tested within 90 days of that test, unless they develop any new symptoms of Covid-19.'

5.0 Educational Provision

5.1 Will pupils be following a 'normal' curriculum?

Yes. Pupils will continue to follow a broad and balanced curriculum. This will, however, be adapted to facilitate learning recovery (catch-up).

In the case of Year 11 pupils, their timetable will be modified to include a 'Period 6' (Monday-Thursday 15.15 – 16.00 p.m.) This period will be used to cover and/or consolidate curriculum content in preparation for pupils' GCSE examinations. This will run alongside the Academy's Revision, Intervention and Subject Enhancement (RISE) programme.

5.2 Will extracurricular activities resume?

Yes. A full programme will resume.

5.3 When educational visits resume?

Yes. A full programme will resume.

5.4. What educational provision is in place if schools have to close again?

The Academy will recommence remote learning provision delivered via MS Teams. Refer to [Remote Learning Policy](#) and [Remote Learning FAQ](#).

In terms of online safety, refer to [Further Information on Keeping Children Safe Online](#) and information below.

- [Thinkuknow](#) provides advice from the National Crime Agency (NCA) to stay safe online.
- To help families manage during this time, the NCA has launched [Thinkuknow: home activity packs](#), a set of fun, engaging activities based on Thinkuknow cartoons, films, games, and advice articles
- A new activity sheet for each age group will be published on the [Thinkuknow](#) website every 2 weeks.
- [Parent Info](#) is a collaboration between Parentzone and the NCA providing support and guidance for parents from leading experts and organisations.
- [Childnet](#) provides a tool kit to support parents and carers of children of any age to start discussions about their online life, to set boundaries around online behaviour and technology use, and to find out where to get more help and support.
- [Internet Matters](#) provides age-specific online safety checklists, guides on how to set parental controls on a range of devices and a host of practical tips to help children get the most out of their digital world
- [LGfL](#) provides support for parents and carers to keep their children safe online, including 6 top tips to keep primary aged children safe online.
- [Net Aware](#) provides support for parents and carers from the NSPCC, providing a guide to social networks, apps and games.
- [Let's Talk About It](#) provides support for parents and carers to keep children safe from online radicalisation.
- [UK Safer Internet Centre](#) provides tips, advice, guides and resources to help keep children safe online, including parental controls offered by home internet providers and safety tools on social networks and other online services.
- [Staying safe online](#) provides Government guidance offering advice on parental controls, fact-checking information, communicating with family and friends while social distancing is in place and taking regular breaks.

6.0 Wellbeing Provision

6.1. What wellbeing support is in place to support staff?

Refer to the [Staff Wellbeing Policy](#) and [The Education Staff Wellbeing Charter](#).

During the Autumn Term, arrangements will be made to train identified Mental Health Leads through the [Wellbeing for Education Recovery Programme](#).

6.2. What wellbeing support is in place to support pupils?

Refer to the [Mental Wellbeing Policy](#) and [Mental Wellbeing Resources](#).

Pupils may be experiencing a variety of emotions in response to the Covid-19 pandemic, such as anxiety, stress or low mood. Pupils can speak to their classroom teacher, Head of House, ([Contact List](#)), safeguarding staff (see below), member of support staff and/or the onsite BACP qualified counsellor.

Safeguarding Status	Member of Staff
Designated Safeguarding Lead (DSL)	Mrs. N. Lillywhite
Deputy Designated Safeguarding Lead (DDSL)	Ms S. Daltrey
Deputy Designated Safeguarding Lead (DDSL)	Mrs. M. Philp
Deputy Designated Safeguarding Lead (DDSL)	Mr. Y. Moyet
Deputy Designated Safeguarding Lead (DDSL)	Ms H. Walden
Deputy Designated Safeguarding Lead (DDSL)	Mrs. L. Rutter