

3rd March 2021

Testing Plan and Safe Return to Goodwin Academy from 8th March

Dear Parents and Carers,

I hope you and your family are well, we are all looking forward to welcoming back our students to school-based learning after a long period of remote education. I understand there is a lot of information to take in ahead of 8th March, and I aim to keep the information as succinct and as useful as possible. Our top priority is safety in our school community and working together towards keeping Covid-19 at bay.

This letter will include details around:

- School testing
- Home testing
- Face coverings
- School 'drop off and pick up' safety
- Managing sickness and reporting
- Expectations and arrangements for the school day

As mentioned in the letter last week, the news of returning to school is most welcomed as we take steps back to normality. Please be aware that remote education is still very much a possibility now that fast and easy-access testing has become more widely available, likely leading to more self-isolation.

SCHOOL TESTING

As you know, Lateral Flow Testing (LFT) will take place in school from Friday 5th March.

During their first weeks of school, students are offered three tests. Though these are voluntary, we encourage all students to take part as it is the best way to ensure a safe return.

In order to conduct the testing safely and support student transition back into school-based learning, we will be following a pattern of students coming in for testing and then going home on a designated day per year group, and then starting school-based learning the following day.

For example, if a student is called in for testing on Tuesday, they will only come in to take their test on that day and then start school-based learning on the Wednesday. We will continue to provide remote learning for students prior to their return to school-based learning.

However, **on the day of your child's year group Covid-19 Lateral Flow Test** there will be **no remote learning**. On this day we are encouraging you to prepare your child for their return to school-based learning.

It is important for the students to get organised early and activities to support this include:

- Locating and packing their school bag with a pen, pencil, ruler, rubber, sharpener, protractor, calculator, purple pen and school planner.
- Locating and packing their school lanyard.
- Ensuring your child has a face covering in their school bag or blazer pocket.
- Trying on all their school uniform, students are expected to return to school in their full Goodwin uniform, including Goodwin PE kit. Uniform can be ordered through our new uniform supplier at <https://simmonds-ltd.com/hidden/goodwin-academy/> and normally arrives within the week.
- Confirming eating arrangements and making a pack lunch the night before or ensuring your child has sufficient funds on their MyED account to purchase food.
- Ensuring your child knows their username and password for MS Teams. The same username and password are required to log into the school computers.

Students should also use this time to support their mental health and wellbeing, ideas to support this include:

- Read a book, recommended reading lists for each year group can be found on our website <https://www.goodwinacademy.org.uk/our-school/academy-life/the-book-nook/>.
- Listening to music.
- Be physically active by walking, running or cycling.
- Learn a new skill such as cooking, photography or drawing.

The timetable for students to be tested is as follows, students are not required to wear school uniform for their test. It is essential that students arrive at the Mill Road entrance 5 minutes before their designated time, all tests will be conducted in the Sports Hall.

Sixth Form

Date	Friday 5th March
Tutor Group	Time
13GA	9.10 am
12GA1	9.40am
12GA2	11.00am



Year 11

Date	Monday 8 th March
Tutor Group	Time
11IB	9:10am
11SH	9:40am
11MC	11:00am
11FN	11:30am
11EC	12:00pm

Year 10

Date	Tuesday 9 th March
Tutor Group	Time
10MC	9:10am
10EC	9:40am
10SH	11:00 am
10FN	11:30am
10IB	12:00pm

Year 7

Date	Wednesday 10 th March
Tutor Group	Time
7EC	11:20am
7IB	11:45am
7SH	12:10pm
7FN	1:10pm
7MC	1:35pm
7FN2	2:00pm
7EC2	2:25pm

Year 8

Date	Thursday 11 th March
Tutor Group	Time
8EC	11:20am
8MC	11:45am
8SH	12:10pm
8FN	1:10pm
8IB	1:35pm
8SH2	2:00pm
8MC2	2:25pm

Year 9

Date	Friday 12 th March
Tutor Group	Time
9SH	11:20am
9FN	11:45am
9IB	12:10pm
9EC	1:10pm
9MC	1:35pm
9IB2	2:00pm
9EC2	2:25pm

Therefore, the timetable for students to **return to school-based learning** is as follows:

Date	Year Group
Monday 8 th March	Sixth Form
Tuesday 9 th March	Year 11
Wednesday 10 th March	Year 10
Thursday 11 th March	Year 7
Friday 12 th March	Year 8
Monday 15 th March	Year 9

HOME TESTING

Once students have completed 3 tests onsite they will then receive home self-testing kits to be taken twice a week.

Comprehensive guidance on self-testing is in the 'Instructions for Use' leaflet which comes with the LFT kit. Results are ready in around 30 minutes as the LFTs supplied do not require laboratory processing.

Please see the video below for easy-to-follow guidance on how to take the LFT test at home.

Video: [How to take a combined throat and nose swab for COVID-19](#)



Combined with our various other protective measures in place throughout our school, these tests will help staff and pupils to remain in school safely, as up to one third of people who have coronavirus experience no symptoms.

By testing we will help to stop the virus spread and help to keep our school open as safely as possible. These tests are voluntary, but we would encourage everyone to participate.

Once the LFT has been conducted you will need to log the test result online [Report a COVID-19 rapid lateral flow test result - GOV.UK \(www.gov.uk\)](https://www.gov.uk/report-a-covid-19-rapid-lateral-flow-test-result) and also, separately, inform the school by email of a positive result office@goodwinacademy.org.uk

For more information on our testing please see our [Trust site](#)

FACE COVERINGS – GENTLE REMINDER

Students and Teachers must wear a face covering in class and communal areas unless there is a medical exemption from wearing a face covering.

What face covering is permitted? **Students are only permitted to wear a plain single colour ‘facemask’** which covers the mouth and nose, held in place by straps around the ears. Patterned or adorned ‘facemasks’ are NOT permitted and no other type of face covering e.g. scarf or bandanna is permitted, please see examples below.



Looking after your face covering:

- Students are expected to look after their own face covering and follow [government guidance](#) on wearing them.
- Whenever a student takes off their face covering it must be safely put away or disposed of in a lidded bin.

SCHOOL DROP OFF AND PICK UP SAFETY

As you are aware, the safety of our students, staff and school community is of huge importance to us. When you are on school grounds, please do take the time to familiarise yourself with the new safety measures on posters around the school.

Main points are:

- Always wear a face covering when dropping off or picking up.
- Remain socially distanced from others.
- No gathering in groups.

Please remember, even if you have been vaccinated, you must still follow these rules to keep everyone protected from Covid-19.

MANAGING SICKNESS AND REPORTING

Please remember that you must not send your child to school if they are unwell, or displaying any of the following symptoms of Covid-19:

- New continuous cough.
- High temperature.
- Loss of, or change in, their normal sense of taste or smell (anosmia).

Any member of our school community that is displaying symptoms must self-isolate and be tested. In the event of a positive test result, we will inform Public Health England (PHE) and require all students identified as being within prolonged close contact to the infected person to isolate for 10 days.

EXPECTATIONS AND ARRANGEMENTS FOR THE SCHOOL DAY

From the 8th March I would like to draw everyone's attention to the expectations in regard to behaviour, uniform and work ethic. We will expect all to follow our rules and adhere to what is in place from the start. So I suggest that preparations are made in regard to footwear, hair colour/style, jewellery and showing respect for each other. We pride ourselves on our relationships with you so please ensure that all pupils are clear on expectations when we start back. Let's do everything we can to ensure the BEST positive return for all!



At the start of the school day students should go straight to their lesson 1 classroom as normal. The site will be open from 8.15am and students should be at their classroom no later than 8.25am.

All normal school rules will apply as well as additional expectations around behaviour in corridors and the maintenance of social distancing. If students choose to ignore these expectations, then the school will apply the normal range of sanctions.

We encourage students to bring in their own stationery in a plastic based pencil case as stationary cannot be shared with their peers.

Our fantastic new PE uniform is now available and can be ordered on our website and from the link above. All students will need to wear their Goodwin PE uniform to school on the days they have PE on their timetable. If they do not have the correct PE uniform they should wear suitable plain alternatives, until the correct uniform is purchased. The expectation is that all students will comply with the PE uniform code by the end of Term 4. Any concerns can be discussed with your relevant Wellbeing Officer.

Ensuring that our school is kept clean is a key part of our plan. This means regular cleaning of all shared spaces including classrooms, corridors, IT suites and toilets. We have in place a “cleaning habit routine” at the start and end of every lesson in every classroom that is being used.

Hand sanitiser will be the principle means of securing hand hygiene and will be easily accessible across the school grounds.

I understand this new information may raise questions, so please do contact the school with any questions you might have.

FINAL NOTE... It's by working together that we can keep schools open and students learning. I recognise the toll 'home schooling' has taken on our students and their families. As always, I thank you for your ongoing support in welcoming our students back from March 8th, and in the meantime, please continue to take care and stay safe.

Yours sincerely,

Mr S Smith
Principal

Lateral Flow Testing FAQs

What if a student tests positive?

Following a positive test result the student and their household members will need to self-isolate for 10 days following Government guidelines. The student and their household **do not need to take a further 'PCR test'** (those done in testing sites) to confirm the positive result **unless they start showing symptoms**.

The student will switch to remote learning, while away from the classroom they can log onto Microsoft Teams during their allocated lesson times to receive work from their subject teachers. Please [click here](#) for guidance on remote learning and using Microsoft Teams. We will continue to support students with their education remotely.

While we recognise this may be disruptive for your family, it is important to isolate to prevent the spread of the virus.

What if a student tests negative?

They will be able to stay in school and resume their activities as normal. A student will be told if they test positive, so if you do not hear within the 48hours you can assume it was negative.

What if my child develops symptoms?

This testing programme at school is for people with no symptoms. If your child develops symptoms at any time (such as a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste) they must immediately self-isolate, and book a test by calling 119 or by visiting <https://www.gov.uk/get-coronavirus-test>

Who administers the test?

The test will be self-administered and supervised by trained staff and there will be minimal disruption to lessons. The 'lateral flow' tests are quick and easy using a swab of your nose and throat. For under 18s, staff can assist with taking the swab.

Results will be shared directly with staff and pupils participating. Where participants are under 16, parents/legal guardians will also be informed.

Is there a cost?

Testing is free and provided by NHS Test and Trace.

How do I register and give consent?

In order to process the test, we need to register and receive consent from all participating students. This must be done prior to any in-school testing. Please fill in this form:

https://forms.office.com/Pages/ResponsePage.aspx?id=s23q1ha_kkmgEHn2jjmNvJpR8LJRHF5Hn9v3cGga5_5UM0ZFMVJHQVFOR1dETDRLVFPtUUIYMPtTMi4u

How will you process this data?

For further information on how this data is obtained, retained and processed please refer to the Covid-19 Privacy notice: [COVID-19-Lateral-Flow-Testing-LFT-Privacy-Notice-January-2021.pdf \(tsatrust.org.uk\)](#)