

Message from Mrs Grey, Principal

Welcome to our new Year 7 students and their parents, and welcome back to Years 8-11. I do hope that you have had a good summer and have enjoyed the amazing weather that we have had.

All the staff at TPA are really looking forward to getting back in the classroom with our students and supporting them through, what no doubt will be an anxious return to school – more so than normal, I am sure.

In this bulletin we hope to outline some of the details of our return to school programme and the changes which we have made in light of government guidance. We have thought carefully about each decision we have made with student and staff wellbeing and safety at the forefront of our minds.

A number of letters and communications were sent out to parents at the end of term, however I appreciate that was a few weeks ago now. It has also come to my attention that the letter with information regards start dates and times did not get to all new Year 7 parents, despite our best efforts. I can only apologise for this.

Moving forwards, we will continue to communicate via a Parent's Bulletin on a weekly basis. These are always emailed out to parents and uploaded onto the website and our social media accounts. Please do check your junk mail folders, just in case and then save us as a contact.



Child First

Child Safe

Adult Safe

Year 11 Fresher's Day – Friday 4th September

September will be a big change for our year 11 students; a return to full-time education after many months of lockdown and an introduction to their final year of schooling. We are keen to make this transition as smooth as possible, and consequently the school will run a Year 11 Fresher's Day on the Friday 4th September 2020.

The day will run from 9:00am to 1:00pm. This will be non-uniform, although usual non-school uniform rules apply. The girls will have the opportunity to reflect on their time spent in year 10, begin planning their time in year 11 and start to learn about the technology that they will have access to this year. They will also have ample chance to ask any questions they may have about this all important year. I have no doubt you will support me in ensuring that the day is attended by all our year 10 students.

Please ensure your daughter arrives for a prompt 9am start. She should enter via the Y11 entrance, which is the main reception. There will be familiar faces there to greet them and direct them to their first session.

Miss Piper (Head of Y11) and Mr Andrews (Assistant Principal, KS4)

Week Beginning 7th September ONLY

For the first week of term only, TPA will have a staggered return to school.

- Year 7 & 8 return on Monday 7th and Tuesday 8th and then working remotely (at home) on Wednesday 9th and Thursday 10th.
- Years 9 & 10 will return to school on Wednesday 9th and will remain in school for the rest of the week.
- Year 11 will be in school from Monday 7th and will follow their timetable for the remainder of the week.
- All year groups will be in school on Friday 11th.

Whilst we realise that this staggered start is not completely convenient for all parents, due to the changes to the school building, the school day, the one way system and cleaning routines, this time is needed to ensure we have as smooth a start to the year as possible. Students will need to build new habits quickly and this will be best done initially with a

smaller cohort during the first few days. We also firmly believe that this will support the emotional wellbeing of our more anxious students, who will benefit from acclimatising in a less busy environment.

Ongoing changes to the school day are as follows:

Arrival to school

Year	Entry / Exit point	Time
7	Manor Road (back gate) – directed to MUGA 1	8:20-8:25
8	St Mary's Road entrance (by the new building) – directed to MUGA 2	8:25-8:30
9	Manor Road (back gate) – to move straight to period 1 lesson (first day to MUGA 1)	8:30-8:35
10	St Mary's Road entrance (by the new building) to move straight to period 1 lesson (first day to MUGA 2)	8:35-8:40
11	Reception entrance to go straight to lesson 1	8:45

Please note the above entrances to the site that different year groups should use. Students must arrive promptly to school. They will be greeted by staff at the school gate, as normal, and directed to their year group area. Please note the MUGA is the AstroTurf. MUGA 1 is the side closest to our school field and MUGA 2 is the side closest to St Mary's Church.

Dismissal from school

There will be a slightly staggered dismissal at the end of the school day. Year groups will be brought down to their exit by their teachers. They will exit from the same gate that they arrive through.

Year 7 – 14:54

Year 8 – 14:56

Year 9 – 14:58

Year 10 & 11 – 15:00

Students who cycle to school

These students are able to use the entrance and exit on Manor Road if they are in alternative year groups to Year 9 and Year 7. They must arrive at their designated time, use the bike sheds quickly (a reminder to parents that they should have a bike lock as we do not take responsibility for these items) and move quickly to their where their year groups either line up, or start lessons.

Student Induction

On their first day back at school, students will spend the day predominately with their tutors. They will have an opportunity to reconnect with their tutor and tutor group (or get to know them if they are in year 7); to receive their timetable, view the new areas of the school buildings and find their way around the one way system. Heads of Year are structuring the day in order to allow students the opportunity to spend time with their tutors and share their feelings about returning to school and some of the changes that we have had to make to ensure we all remain as safe as can be.

There are also planned sessions based around Digital Citizenship and how to use Microsoft Teams.

Our New School Day

With the growth in student numbers, TPA was already looking at a change in timetabling to accommodate a split lunch break – government guidance around Covid-19 has meant that we have had to bring this plan forward by a year and split lunches a little more than we might have liked!

The following timetable has been created, You will see that it includes 3 x 100 minute lessons per day. This allows us to retain all our wonderful subjects within our curriculum; supports the more practical subjects to really be able to design and create more effectively, allows our subjects taking part in our digital trial to use lessons more effectively for collaboration through technology, limits students transitions through communal areas throughout the day and also limits year groups mixing as much as possible.

From the timetable below you can see that Year 10 & 11 will be treated as one year group for the purposes of break and lunchtimes. This is due to them being the two smaller year groups in the school. For Year 7, 8 and 9, they will have break and lunch within lessons 1 & 2 and will then return to those lessons.

Tutor time will occur in students' period 1 classroom to avoid unnecessary movement around communal areas. PSHE will be on a rolling programme and we will update in the parent bulletin when this will be each week.

	Travel 1 - Entry/Reg		Travel 2 - Break				Travel 3 - Lunch						Travel 4 - Exit					
	9.00	9.20	9.40	10.00	10.20	10.40	11.00	11.20	11.40	12.00	12.20	12.40	13.00	13.20	13.40	14.00	14.20	14.40
11	Arrive 08.50 Straight to P1 classroom Through reception	P1 9.00-10.40				BREAK 10.40-11.00	P2 11.00-12.40				LUNCH 12.40-13.20	P3 13.20-15.00				Through reception		
10	Arrive 08.45 Through St Marys gate Straight to P1 classroom	P1 9.00-10.40				BREAK 10.40-11.00	P2 11.00-12.40				LUNCH 12.40-13.20	P3 13.20-15.00				St Mary's Gate		
9	Arrive 08.40 Through back gate Straight to P1 classroom	P1a 9.00-10.00	BREAK 10.00-10.20	P1b 10.20-11.00		P2a 11.00-12.00		LUNCH 12.00-12.40	P2b 12.40-13.20		P3 13.20-15.00				Back gate			
8	Arrive 08.25 through St Marys gate for line up Muga 2 P1 teacher collect at 08.35	P1a 9.00-10.20		BREAK 10.20-10.40	P1b 10.40-11.00	P2a 11.00-12.20		LUNCH 12.20-13.00	P2b 13.00-13.20	P3 13.20-15.00				St Mary's Gate				
7	Arrive 08.20 through back gate for line up Muga 1 P1 teacher collect at 08.30	P1a 9.00-9.40	BREAK 9.40-10.00	P1b 10.00-11.00		P2a 11.00-11.40	LUNCH 11.40-12.20	P2b 12.20-13.20		P3 13.20-15.00				Back gate				

Expectations of Student Conduct around the Academy

Our high standards and expectations of student conduct has not changed, we expect every student to treat others with kindness and respect, showing us their best selves.

Due to Covid – 19 we have had to make some significant changes to our systems.

- Students must use the hand sanitiser stations when entering and exiting classrooms and the school building.
- Students will have been placed in a seating plan by their teacher, they must ensure that they sit in this seat each lesson, unless directed by the teacher. This is to support track and trace procedures, in the event of a positive Covid-19 case.
- Students will be lined up and led down to break and lunch at their designated time, by their teacher. This is due to other lessons continuing. The following rules are in place to ensure that students respect that other members of the school community are learning and that they should be mindful of this at all transition times.

Rules of Travel at TPA

1. Single File
2. Silent Students
3. Moving swiftly and safely
4. Non-verbal cues used by staff where possible
5. Follow the one-way system

The reward and sanction system will be used where students are following the rule, or not adhering to them.

Face Coverings

In light of the updated government guidance around the use of face coverings in school, students at TPA have the option to wear a suitable covering in communal areas. E.g. corridors and dining hall. We will not enforce this unless there are localised restrictions due to an increase in positive Covid-19 cases. Students will not be able to wear face coverings in the classroom. We will not supply students with face coverings, and please ensure that any fabric based face coverings are washed regularly and are appropriate for the school environment.

Staff have the option of wearing a see-through visor as we believe that it is vital students can read their facial expressions, supporting non-verbal communication.

Detentions

Detentions will run on the following nights and parents will be notified if their child has not complied with the school expectations are required to sit a detention. All detentions will be socially distanced.

Tuesday – Head of Year and Senior Team

Thursday – Department

Friday – Senior Team

Lockers

Unfortunately students will not be able to use their lockers due to many sharing and the possible transmission of the virus this may cause. Please ensure your child has all the equipment they need in a suitable school bag.

Uniform

Our expectations around uniform have not changed and students should wear their uniform with pride. A reminder to all parents that trainers, including Nike Airforce, are not part of the school uniform, except for PE. Duty staff will check uniform of students at the gate and will contact you if your child is not in appropriate school uniform. At break and lunchtime children will predominately be outside, please ensure they have a suitable coat with them.

Parent Pay Information

You will soon be receiving details of our payment system ParentPay. This allows money to be loaded onto your child's account to buy food at lunch at break or lunch. This will be done via a thumb print (or PIN alternative). Students will need to use hand sanitiser before using the system. Menus and prices can be seen on the school website: <https://www.theportsmouthacademy.org.uk/school-lunches/>

Parents on site

At the start of term there are always unforeseen bumps in the road and it takes a while for such a large organisation to get back into its daily flow. This year there will no doubt be more of those than usual!

We kindly request that parents do not come onto the school site, unless they are invited by a member of staff. This is to keep everyone in our community as safe as can be. If you have a question, or require information, please contact the school via either the main telephone line, or via email. Your message will then be passed onto the appropriate member of staff. Your child's tutor is ordinarily the first port of call, if reception cannot answer your query. Each year group has a Head of Year and a Deputy Head of Year who will no doubt become an important link for you. We always aim to contact parents within 48hours of receiving the message.

Year group	Head of Year and Deputy Head of Year	Contact details
Year 7	Mr J Davies (HOY) Miss A Byrne (DHOY)	j.davies1@tsatrust.org.uk a.byrne@tsatrust.org.uk
Year 8	Mrs Z Wilson (HOY) Mr M Martin (DHOY)	z.wilson@tsatrust.org.uk m.martin1@tsatrust.org.uk
Year 9	Mr M Parnell (HOY) Mr G Snookes (DHOY)	m.parnell@tsatrust.org.uk g.snookes@tsatrust.org.uk
Year 10	Miss S Hart (HOY) Mr M Denman (DHOY)	s.hart@tsatrust.org.uk m.denman@tsatrust.org.uk
Year 11	Miss H Piper (HOY) Ms L Stanley (DHOY)	h.piper@tsatrust.org.uk l.stanley@tsatrust.org.uk

Other important contacts:

Role	Name	Contact
Assistant Principal and SENCo	Mrs L Holden	l.holden@tsatrust.org.uk
Student Engagement and Interventions Co-ordinator	Mrs S Richardson	s.richardson@tsatrust.org.uk
Outdoor Learning and Welfare Lead	Mr R Smith	r.smith@tsatrust.org.uk
Operations Manager	Mr G Stevens	g.stevens@tsatrust.org.uk

We also ask that parents do not gather outside the school gates, and do not cause unnecessary traffic problems by pulling up outside school on the busy main road. I would also remind you of parking to ensure children are able to safely cross the road at the back of the school.

TPA Social Media Accounts

Our main social media accounts are:

Facebook – TSAT – The Portsmouth Academy. Official school page publishing key information and updates.

Twitter - @tpaPortsmouth

Please follow us for regular news and updates!

