



6<sup>th</sup> November 2020

Dear Parents & Carers,

The government has issued new guidance for schools to coincide with the second national lockdown from Thursday 5<sup>th</sup> November until Wednesday 2<sup>nd</sup> December. At Lincoln Castle Academy, the measures we have in place mean we do not need to make further changes, but I would like to draw your attention to the following points from the guidance.

## **Guidance for Schools**

### **Attendance**

Schools remain open and all students are expected to attend to support their wellbeing and long-term futures. The guidance makes it clear your child should attend school unless:

1. Your child is extremely clinically vulnerable (see link below) and has been advised not to attend school by a clinician/ NHS letter.
2. Your child is self-isolating, having tested positive for Covid-19
3. Your child is awaiting a test for Covid-19 having displayed symptoms
4. Someone in your household has tested positive for Covid-19/ is displaying symptoms of Covid-19
5. You have been informed through Test and Trace (or the Academy) that your child has been in close proximity with someone who has tested positive for Covid-19.
6. Your child is unwell (including non-Covid related illness)

Please note, if your child lives with someone who is extremely clinically vulnerable, the guidance states they should continue to attend school unless advised by letter to do otherwise.

### **Face masks/coverings**

Secondary school students and staff are now required to wear face masks/coverings in communal areas and when moving across the academy. Students are required to do the same on school transport. This measure is already in place at Lincoln Castle Academy.

### **Extra-curricular Activities**

Out of school activities, including clubs and enrichment activities, should not operate during this period of national restrictions. Sadly, this means we are unable to launch our enrichment provision as planned.

### **Visitors**

We continue to operate strict controls in order to limit the number of visitors to the academy.

### **The term ahead...**

During this time, it is important to plan for potential challenges ahead. I believe it is also important to communicate openly to parents and carers about the challenges we could face in the future. Many schools across the country are already experiencing high levels of staff absence. Although we are currently able to staff all lessons, increasing transmission rates across our region may result in the requirement for more staff to self-isolate. This could reduce the number of teachers in the academy. In line with our academy risk assessment, should staffing levels become compromised, we would implement a rota

system with some students in school and others learning from home on alternate weeks. It is our intention that our youngest students (Year 7), and those facing exams later this academic year (Year 11 and Year 13) would remain in school full time.

**I must stress this would be a last resort measure and is not currently required.**

We are currently able to staff all lessons, and it is our intention to **keep all students in school, full time for as long as possible**. All students should attend school, maintaining our excellent attendance rates which have exceeded the national average so far this year. We have been fortunate to avoid any further confirmed cases of Covid-19 in the academy following 2 cases in Year 7 last half term. We thank you for supporting our efforts to follow 'Hand-Face-Space' measures and for reinforcing their importance at home.

We continue to follow health and safety guidance and maximise controls to keep our school community safe. Once again, I am grateful for your understanding and patience as we work together to endure and overcome these difficult times. Together we will get there.

Yours faithfully,

Mrs Laming  
Headteacher

**Useful links:**

- General Covid-19 information:  
<https://www.nhs.uk/conditions/coronavirus-covid-19/>
- Guidance on shielding and protecting extremely vulnerable people  
<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>
- Lincoln Castle Academy Control Measures  
<https://www.lincolncastleacademy.co.uk/>