

NEECA. Be Brave. Be Kind.

End of Year Newsletter

22nd July 2020



A Letter from the Head.....

As we near the end of the academic year I would like to thank you for your support during the last few months and I sincerely hope that you, your family and friends are safe and well. This period has affected so many people in lots of different ways but I am proud to say that our pupils, their families and our school community have supported one another through what will certainly be remembered as a very difficult time.

I will welcome all members of staff back to school on Wednesday 2nd and Thursday 3rd September. **Pupils will return to school on Friday 4th September.**

Pupil timetables may look different as we may need to stagger start times to support being safe, and to enable attendance at school. Indeed, we are working with transport providers to seek appropriate solutions. We will contact parents/carers with the times of pupil provision on 2nd and 3rd September, before the start of term.

Please can all pupils ensure they have the basic personal equipment to attend lessons so we can minimise sharing of items. Whilst we will have hand sanitiser and tissues available, we would also encourage every pupil to have their own personal supplies if possible.

Pupils will be expected to wear normal school uniform, consisting of:

- a white polo shirt
- black trousers/skirt
- black footwear

(sandals, sliders etc are not appropriate for school and will not be accepted)

The Senior Team are finalising the plans for September opening, and will be working through the summer to ensure that any risks associated with the wider opening are minimised, in line with the guidance from the Department for Education. Advice from the Government is constantly being updated and we will endeavour to share any important changes to the guidance for schools as quickly as possible. The school website <https://www.neeca.co.uk> will provide you with the most up to date information.

If you or your family experience COVID-19 symptoms, please inform us as soon as possible.

I would also like to remind you that from September attendance at school is compulsory. It is important pupils return to a sense of normality as soon as possible. We will ensure that pupils are fully supported going forward both in their learning and wellbeing.

Finally, as we head towards the summer break please can you check your emails regularly. If you have any change of details please contact the school office between 10:00am and 2:30pm up until Wednesday 22 July. After that, please email neeca.admin@kcat.co.uk with any urgent enquiries or changes to contact information.

Once again, and on behalf of all the staff, I would like to thank you for your ongoing support and wish you a restful summer.

Best wishes



Lawrence Terroni
Head of School

Have You Seen the Garden?

It's surprising what can change in 6 months! Back in January this year, we saw the new fence go up around our garden area. The ground was soaked during the wettest February on record, but slowly we dug some vegetable beds and prepared for spring. By mid March the ground was warming up enough for potatoes and onions to be planted. Beans followed during lockdown then in May once frosts were over, tomatoes, sunflowers, courgettes and sweetcorn have all made great progress.

Our next ambition is to welcome wildlife into the garden area and increase biodiversity with the construction of a pond. It's exciting that the first small stages of this big project have begun! - Ms Clifton

Planting potatoes on a sunny day



Our next project is to increase biodiversity - the different types of animals and plants in our wildlife area, by building a pond here!



Watering courgettes - June



Hard work! Digging the vegetable beds

Pod 1 Garden Fun!

Pod 1 had fun cooking produce they had grown...

1. We prepared veg that we grew - potatoes and onions, and some lovely courgettes.



2. Over an open fire we fried onions and courgettes. Mmmm! smells good! Then we added eggs.



3. The omelette was really tasty, even the courgettes were OK! Some of us had not tried them before but we might next time. The potatoes took a bit longer to cook so we didn't get to eat them along with the omelette. Some staff had new potatoes to take home.





Jack Petchey Award Spring and Summer Winners!

They will be invited to an Award Ceremony later in the year. We are all very proud!

Spring Winner : Danusha

Reason for award : Danusha has shown amazing resilience along her journey with us. Danusha started having home lessons then moved to a library then came on to site. Before lock-down she started to travel independently via train and bus to us. Danusha has faced some difficult challenges along the way but has dealt with them in a mature way. Danusha is on track with her chosen options to achieve her career choice of working in health. Her ambition is to be a paramedic. She has been working at home and trying really hard.

£250 to be spent on : Health and Social Care department - Paramedics visit career chat £125; Science department £125 for science equipment related to health

Summer Winner : Marcus

Reason for award : Throughout lockdown Marcus has submitted all his online learning with relish and enthusiasm. He has shown a mature attitude once back at school in his 'POD' group and has been enjoying his learning back with his teachers. By achieving this award, Marcus has consolidated his hard work and he was very keen to get his badge!

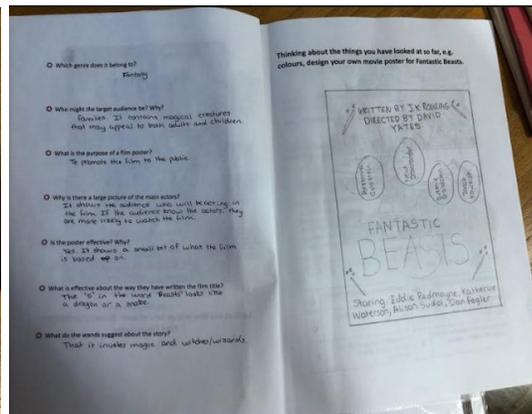
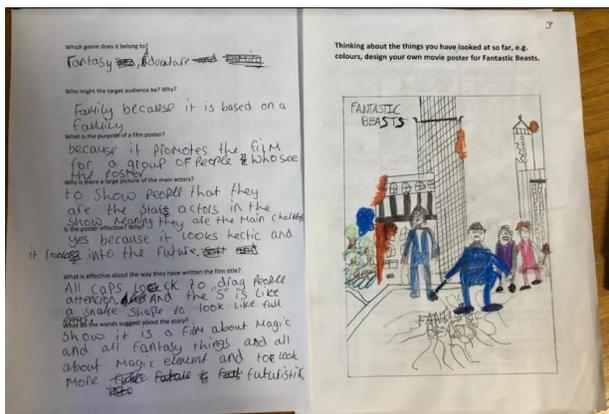
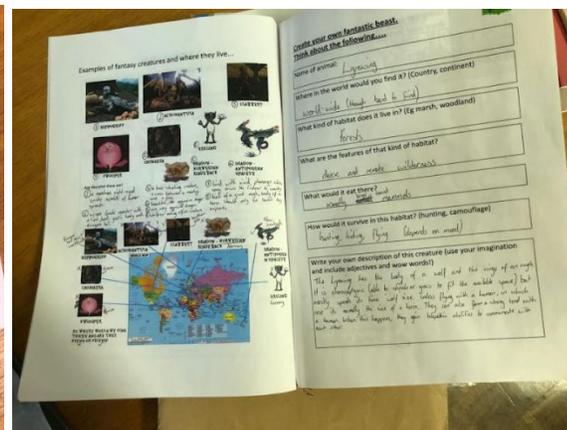
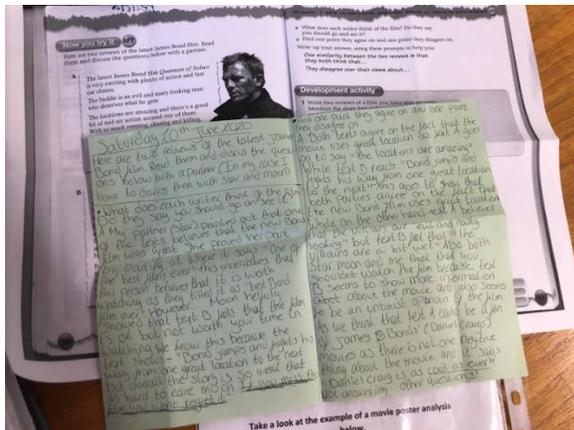
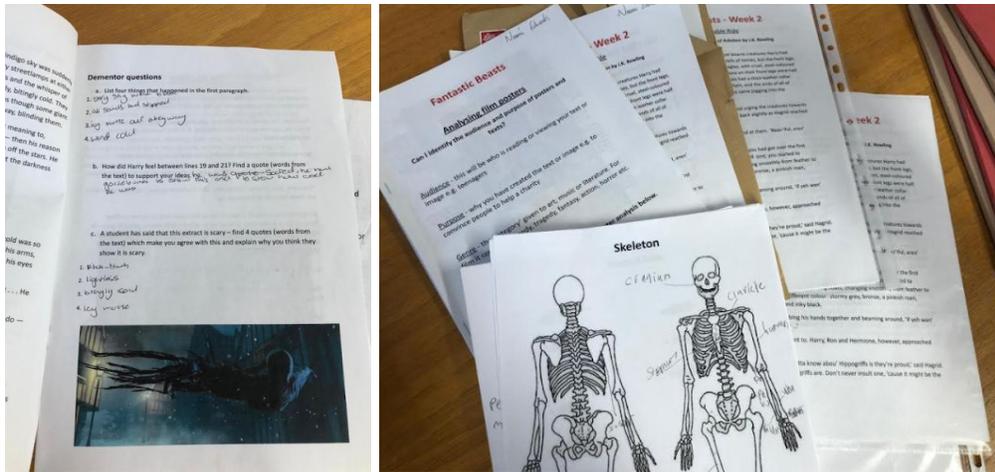
To be spent on : PE department - Football target goals £50; Art resources £10; Science resources for practical experiments £100



Workbook Contributions

The students have been receiving workbooks from certain subjects to complete at home.

Here are some examples of students' work we have received.



School Term Dates 2020/21

Tuesday 1st September	School closed
Wednesday 2nd September	INSET Day 1
Thursday 3rd September	INSET Day 2
Friday 4th September - Friday 23rd October	Autumn Term (1)
Monday 26th October - Friday 30th October	Half term holiday
Monday 2nd November - Friday 18th December	Autumn Term (2)
Monday 21st December - Friday 1st January 2021	Christmas holidays
Friday 25th & Saturday 26th December	Bank holidays
Monday 28th December	Bank holiday
Friday 1st January	Bank holiday
Monday 4th January	INSET Day 3
Tuesday 5th January - Friday 12th February	Spring Term (1)
Monday 15th February - Friday 19th February	Half term holiday
Monday 22nd February - Thursday 25th March	Spring Term (2)
Friday 26th March	INSET Day 4
Monday 29th March - Friday 9th April	Easter holidays
Friday 2nd April	Bank holiday
Monday 5th April	Bank holiday
Monday 12th April - Friday 28th May	Summer Term (1)
Monday 3rd May	Bank holiday
Tuesday 4th May	INSET Day 5
Monday 31st May	Bank Holiday
Tuesday 1st June - Friday 4th June	Half term holiday
Monday 7th June - Wednesday 21st July	Summer Term (2)
Thursday 22nd July - Tuesday 31st August	School closed

Welfare and Well-being

If you require any advice or support in relation to welfare or well-being over the summer holidays, please contact your support worker in the first instance. If you are not currently in receipt of support from an external agency, the following agencies and helplines can offer advice, guidance and support:

- [Essex Safeguarding Children Board](#) offers advice to parents, carers and young people
- Essex Social Care are available on 0345 603 7621 or out of hours on 0345 606 1212
- EWMHS are available on 0300 300 1600 or out of hours urgent help on 0300 555 1201
- Young Minds Parent Helpline 0808 802 5544
- Young people can seek help and support through [Big White Wall](#) or [Kooth](#)

Mental Health Support

Covid-19 has been a difficult and troubling time for everyone. Below are some links to some websites offering support with mental wellbeing and the return to school transition period.

[Mental health support for pupils](#)

[Essex Schools Covid-19 Update](#)

New Members of Staff

We would like to introduce our two new LSA's, Ms Blackwell and Ms Gray.

Ms Blackwell joined the SEND Team in March, just before the Lockdown started. Since the Lockdown in March, Ms Blackwell has been working onsite at NEECA, and has already become a much valued member of the SEND Team, and NEECA as a whole.

Ms Gray joined the SEND Team in May, right in the middle of Lockdown. She is excited to be part of the NEECA family and the Keys Academy, and is looking forward to getting to know all of our students and staff in the near future. Since joining us in May, Ms Gray has been working on site at NEECA, and is already a much valued member of staff at NEECA, and we look forward to welcoming her to the team in person.



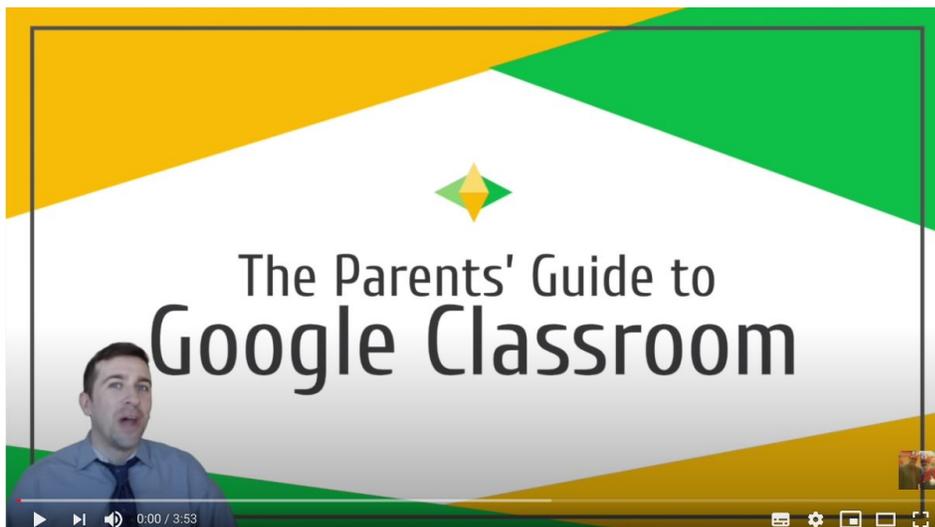
Remote Teaching and Blended Learning

As we end the summer term, and the academic year, our attention shifts to September and beyond. Remote teaching has become a very common means of young people of all ages accessing their learning. This is not going to change come the Autumn Term and is likely to stay with us from now on.

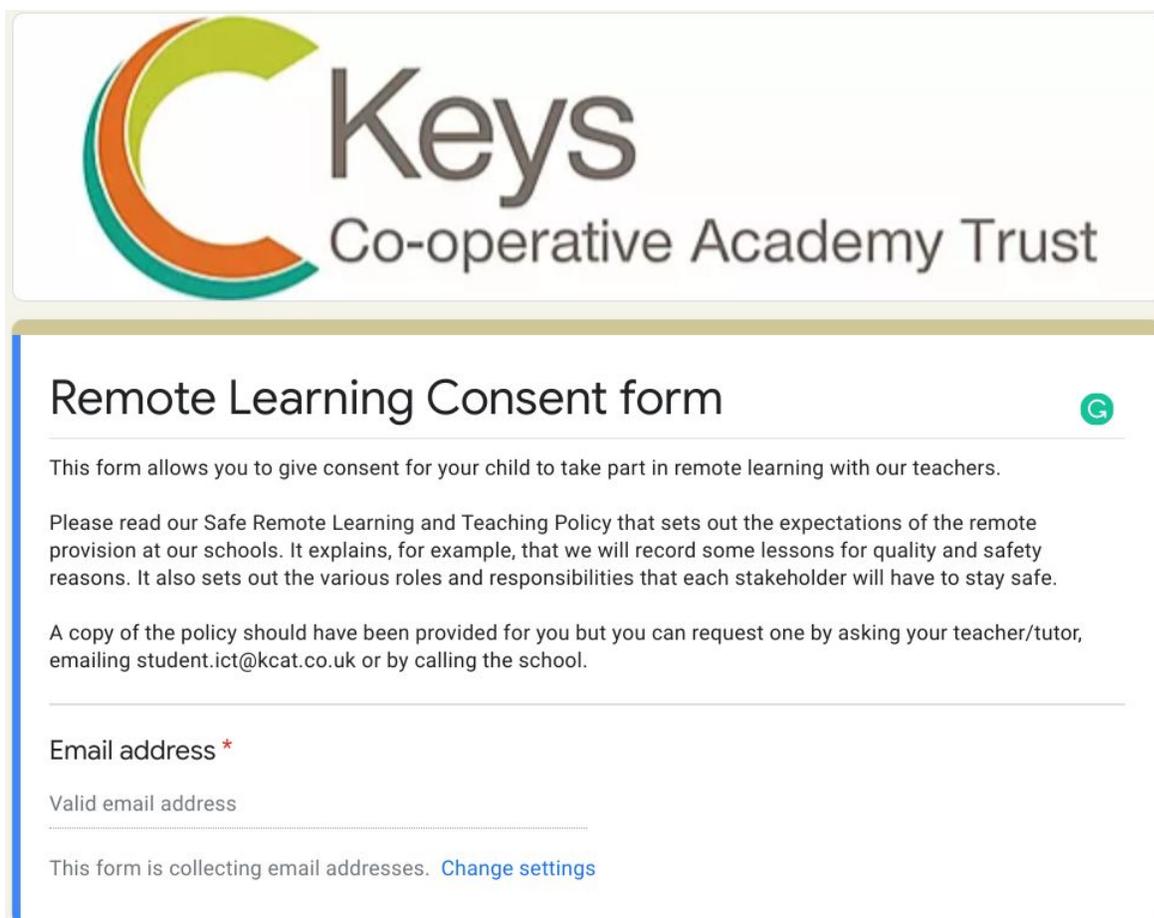
At Keys Academy Trust we have been providing activities and work since the start of lockdown and many of our young people have accessed this. Many others haven't though and it is important that we all understand what teaching and learning will look like when we return. This will include upping everyone's skills and ensuring students have the tools they need.

So, what is remote teaching? This is when teachers provide instruction and activities online. This can be posted for young people to read but can also use video or audio lessons. **Blended learning** is where a combination of remote teaching and face-to-face learning is used. We will be using Google Classroom to share all of our remote teaching.

All pupils will be accessing some or all of their learning online. The work they are set will be expected to be done by a specific time and will be marked and returned quickly. The work they do online will affect the progress they make and is as important as the work they do when they come to school or are taught face-to-face. If they repeatedly do not complete their work, we will contact you to let you know. If you wish, through an app, you can check what work your son/daughter has been set and whether they have completed it or not. Please talk to us if you want to know more. In the meantime, you can find out more about **Google Classroom** here [Google Classroom](#)



Staying safe online is our priority for both pupils and staff. We want to start doing lessons using video, live and pre-recorded, and we want you to be happy with the provision we offer, so would like your agreement for this learning to take place. Please complete this very simple form online (phone, tablet, computer) so that these lessons can start when we return. If you have any questions or want more information please contact us. [Remote Learning Consent Form](#)



The screenshot shows the top of a web form. At the top left is the logo for 'Keys Co-operative Academy Trust', which consists of a stylized 'C' made of three curved segments in green, orange, and blue, followed by the text 'Keys' in a large, grey, sans-serif font, and 'Co-operative Academy Trust' in a smaller, grey, sans-serif font below it. Below the logo is a white box with a thin blue border containing the title 'Remote Learning Consent form' in a bold, black, sans-serif font. To the right of the title is a small green circular icon with a white 'G' inside. Below the title is a paragraph of text: 'This form allows you to give consent for your child to take part in remote learning with our teachers.' This is followed by another paragraph: 'Please read our Safe Remote Learning and Teaching Policy that sets out the expectations of the remote provision at our schools. It explains, for example, that we will record some lessons for quality and safety reasons. It also sets out the various roles and responsibilities that each stakeholder will have to stay safe.' Below this is a third paragraph: 'A copy of the policy should have been provided for you but you can request one by asking your teacher/tutor, emailing student.ict@kcat.co.uk or by calling the school.' Below the text is a form field labeled 'Email address *' with a red asterisk. The field contains the placeholder text 'Valid email address'. At the bottom of the form field area, there is a line of text: 'This form is collecting email addresses. [Change settings](#)'.

It is a very exciting time for learning, and we will be working tirelessly to make this a positive experience for everyone.

With blended learning becoming increasingly prominent, it is important to have a good understanding of online safety. Here are some links to websites which contain useful information and help around online safety.

- [Childnet](#)
- [NSPCC](#)

FAQ for Parents and Carers

Full Opening September 2020

What will the school look like for my child?

- School will look much the same as it always has for our pupils
- Pupils will enter and leave school through the new pupil entrance, for Primary this remains the same as before
- A marked one-way system has been set up in the school corridors to minimise face-to-face contact between people and make it easier to follow social distancing guidance
- Pupils will return to being taught in their class and option groups
- They will be taught as before in small groups in the larger teaching rooms in our school
- We will try to minimise use of corridors, unless pupils need to use the toilet in their break time or to attend a lesson in a specialist teaching room such as Food Technology or Science
- Pupils will be taught as far as possible in one classroom to minimise the movement around corridors
- A packed lunch meal will be available for pupils entitled to free school meals and we hope to provide breakfast for all pupils who start with us in the morning. Primary children will be offered a meal whilst onsite. Working in this way minimises any risk passing germs

When will provision resume?

- From Friday 4th September. You will receive a phone call on September 2nd or 3rd to confirm the hours of attendance

How will the classroom be organised?

- We are asking pupils to limit items they bring into school and not to bring in large bags
 - Some classroom furniture has been removed to create more space
 - All classrooms have been separately risk assessed to determine how many people we can accommodate in each classroom
 - Secondary pupils will be assigned a table to work from and all desks will be front facing
 - Pupils will use their personal trays to hold their belongings
 - Pupils will be allocated personal equipment that will stay in school for them to use in their own personal tray
 - Primary pupils will be encouraged to use the same space throughout the day where possible. Tables will be spread out and resources for learning activities provided for each individual child. Anything that cannot be cleaned or quarantined, such as sand, will
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be disposed of after use

- Pupils will not be able to bring bags or personal belongings into their classroom; these will remain in their own tray kept in the entrance room
- We have stripped out non-essential furniture, so there is more room in each classroom. Equipment is limited for pupils to use in order to maintain hygiene standards
- Pupils will be moving in small areas throughout the day. Equipment and surfaces are cleaned regularly

What am I required to provide or do as a parent/carer?

- Read the Expectation and Guidance document with your child
- Pupils **will be** required to wear school uniform - clean white shirt, black trousers or skirt and black footwear
- We encourage pupils to safely walk or safely cycle to school if possible. If using public transport follow the latest guidance on use of face coverings, which you will need to supply
- We will supply a tray of stationery to pupils. This is important so that pupils are not sharing resources and these will stay in school at all times
- We do expect parents to be vigilant about their children's health and take steps to ensure that children are fit and well to come into school
- If a household member has tested positive for Covid-19, then your child should be kept at home for 14 days and engage with the NHS Track and Trace process

What will my child need to do?

- Follow the school's rules on handwashing and good hygiene practices
- 'Catch it, bin it, kill it' if they need to sneeze or cough
- Tell an adult if they feel unwell
- Follow the rules about sharing equipment and other items
- Must not share food or drink with others
- Must follow the school's rules and expectations to keep them safe both when in school and when working online using Google Classroom

We all should demonstrate respectful behaviour towards each other. We should try our best to ensure the health and safety of others by following instructions to avoid unnecessary contact.

If pupils are unable or unwilling to follow the necessary guidelines which may put themselves or others at greater risk, we will contact you to discuss this.

Please see on the NEECA website:

[Expectations and guidance on the full opening of learning at NEECA for staff and pupils](#)

How will you ensure social distancing in school?

Each classroom has been risk assessed to meet the government's guidance. We will continue to teach and remind all pupils about the rules of distancing. Within Primary this will be through a variety of stories, games, songs and activities. The government recognises that distancing cannot always be enforced in schools and therefore emphasises the need for good hygiene and handwashing.

In Primary:

- The government recognises that, 'younger children may not be able to maintain social distancing so it is likely that for younger children the emphasis will be on separating groups' (DfE Planning Guide for Primary Schools). It is therefore recognised that social distancing in primary schools, and in particular with younger children, will not be possible although we will aim to encourage it through our shared expectations and procedures.

In Secondary:

- We will encourage social distancing where possible through our shared expectations and procedures
- Pupils will have minimum movement around the school staying in the same class where possible, except for specialist subjects such as Science and Food technology
- Public health advice suggests that staff in secondary schools maintain distance from their pupils, staying at the front of the class and away from their colleagues where possible
- We will not be holding assemblies where classes are gathered together

How will children and adults move around the school and grounds?

- We are aware that this needs to be carefully managed
- The NEECA buildings have clear signs and visual aids to support the community to follow the guidance around social distancing where possible
- Visitors to the site will be restricted, parents wishing to talk to a member of staff will be asked to make an appointment

What protective measures are in place for my child and your staff?

Unfortunately, schools cannot prevent infection from the community coming into school, but we can put procedures in place to prevent the spread by systematic cleaning, hand hygiene and using the 'pods' to limit any spread of infection.



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- The availability of soap and hot water for washing of hands
 - The location and use of hand sanitiser stations for adults
 - The location and use of lidded bins for the disposal of tissues and any other waste
 - Ensuring there is a supply of disposable tissues to implement the 'catch it, bin it, kill it' approach in each classroom
 - Ensuring that teaching groups or 'pods' will be isolated from other groups of children as far as possible while they are in school
 - Scheduling cleaning throughout the day
 - The use of corridors and shared areas has been minimised

Will staff and children wear PPE?

- Wearing a face covering or face mask in schools or other education settings is not recommended by the government. It is also not recommended for pupils to use masks as they will have difficulty not touching the mask and therefore potentially spread the infection
- In certain instances a mask and protective equipment may be used by staff to undertake first aid or close care
- Government advice to schools dictates 'that any homemade non-disposable face coverings that staff or children, young people or other learners are wearing when they arrive at their setting must be removed by the wearer and placed into a plastic bag that the wearer has brought with them in order to take it home.' The wearer must then clean their hands

However, we are aware that Government advice is changing about when and where masks should be worn. We will notify you of any changes to the advice above.

What happens if my child or another member of the 'pod' becomes ill?

- If anyone becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will need to be collected and advised to follow the COVID-19: guidance for households with possible coronavirus (COVID-19)
- All staff and pupils who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario
- We understand that schools will be provided with a small number of 'home use' tests, which can be used by staff or children where arranging a test is proving difficult
- Government has advised that 'schools should ask parents and staff to inform them immediately of the results of a test.'
- There is a dedicated medical room and toilet for any pupil who feels ill. Parents will be expected to collect their child straight away. Public transport and taxis will not accept those displaying symptoms of coronavirus
- The government has advised that schools should take swift action when they become

aware that someone who has attended has tested positive for COVID 19. 'Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive and self isolate for 14 days since they were last in close contact with that person when they were infectious.'

What will cleaning look like in school?

- The site staff and cleaners will be working across the day to ensure that communal surfaces, toilets and doors are cleaned regularly. Classrooms will also be cleaned at the end of the day
- Staff will be equipped to clean surfaces regularly and equipment will be wiped down

What is the latest government advice to parents/carers about schools reopening in September?

Please see the link below:

[Government Advice](#)

There will be a *Welcome Back* Video for all students to view on the website soon.

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