

7th September 2020

Dear Parents/Carers

I was delighted to welcome back all of our pupils to Folkestone Academy today. For many of them it was the first time that they have been in the building since March; we recognise that this was a big step for some of them but we have been impressed with the resilience that they have shown.

Over the next few days we will be reviewing the plans that we put in place prior to the start of term to ensure that we have the best systems in place to protect both our pupils and staff. Should we need to make any adjustments, we will communicate these with you as quickly as possible.

For now, please can I ask for your support with the following matters:

Arrival Times

We have introduced staggered start times to reduce the number of people arriving at the Academy at any one time. This morning we noticed that a number of pupils arrived before their allocated time slot which caused congestion at the front and back of the school as they are unable to enter until their dedicated time. Please can we ask you to make sure that your child is aware of their time slot and does not arrive early. Similarly, pupils arriving late also cause congestion as we are unable to enter them into the building whilst another Bubble is entering. Is it more important than ever that pupils arrive at the correct time.

Year Group	Arrival Time	Entrance	Assembly Point	Departure Time	Departure
7	8.30am	Front Gate	Courtyard 1	3.20pm	Back Gate
8	8.30am	Back Gate	Courtyard 2	3.20pm	Front Gate
9	8.45am	Back Gate	Courtyard 2	3.30pm	Back Gate
10	8.45am	Front Gate	Courtyard 1	3.30pm	Front Gate
11	9.00am	Back Gate	Straight to lessons	4.20pm	Back Gate
12	9.00am	Reception	Straight to lessons	3.30pm	Reception
13	9.00am	Reception	Straight to lessons	3.30pm	Reception

Year 8 Entrance

In order to reduce overcrowding at the back of the school when the Primary children are also arriving, as of tomorrow we will be entering Year 8 pupils into school via the back staff entrance rather than the back gate. Pupils should still arrive at the back of the building for 8.30am, but a member of staff will be there and they will be directed to line up at the side of the building.

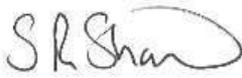
Water Bottles

Please make sure that pupils come to school with a full water bottle as our water fountains are currently turned off.

Bags

As advised before the holiday, pupils will be responsible for carrying books and school equipment around with them. Please ensure that they have a rucksack or large bag that will enable them to do this.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S R Shaw', written in a cursive style.

Mr Steve Shaw
Head of School