



Student's Name: _____

Home Academy Agreement – September Opening 2020

Key Themes	Hathaway Academy will:	As a Student I will:	As a Parent/Carer - I/We will:
Start & Finish Times	<p>Stagger the start and end of the day times to reduce the number of people on site.</p> <p>Students are part of a designated group with an allocated start and finish time, and classroom.</p> <p>Mark the floor to show where to safely wait.</p> <p>Create clear waiting spaces for each group.</p> <p>Provide a one-way system onto the main playground and in and out of the building.</p> <p>Ensure that all students receive a tutorial on the correct way to put on, remove and store a face mask.</p>	<p>Arrive at the time my designated group has been given.</p> <p>Go to my designated classroom once I arrive to the academy.</p> <p>Adhere to the beginning of the day and end of the day safety procedures.</p> <p>Not congregate directly outside of the academy once my academy day has finished.</p> <p>Wear my face mask when travelling on public transport and store it in a plastic bag during the day.</p>	<p>Ensure my child knows their group and arrives at their allocated time.</p> <p>Adheres to the beginning and end of the day safety procedures.</p> <p>Ensure my child leaves the academy site, and immediate vicinity, once their academy day has finished.</p> <p>Ensure my child wears a face mask when travelling on academy or public transport and that they have a sealable plastic bag to store it in during the day.</p> <p>Follow the one way system in and out of the academy.</p>
Break & Lunch times	<p>Stagger break times to reduce the number of groups out at one time.</p> <p>Designate a social area for each group for break/lunch time.</p> <p>Implement a structured, safe, entry and exit procedure when going out/coming in from any social time.</p>	<p>Stay in my designated area.</p> <p>Tell a member of staff if I need the toilet.</p> <p>Continue to adhere to the social distancing measures whilst having any social time.</p>	<p>Remind my child to continue to observe the social distancing measures whilst having any social time.</p> <p>Remind my child not to play games that involve touching others.</p>
Staff	<p>Students will have allocated staff members associated with their groups.</p> <p>Staff will have allocated duties and responsibilities to ensure the smooth transition of students around the academy.</p>	<p>Listen to the member of staff who is with my group and stay with my group.</p> <p>Adhere to and follow any instructions as these will inevitably be for my safety, and the safety of others.</p> <p>Ensure I communicate with staff regarding any concerns I have.</p>	<p>Ensure my child is polite and respectful to staff.</p>
Contacting staff & Reception	<p>Communicate any issues to parent/carers via phone, email or letter.</p> <p>Be available by phone or email to answer queries.</p> <p>Key messages will be put on the academy Facebook and website page.</p>		<p>Call or email the academy with any concerns that I may have.</p> <p>Be polite and courteous to staff at all times, understanding that staff are working at all times to minimise the risks.</p> <p>If there is an emergency observe social distancing in the academy reception area.</p> <p>Understand that for face to face meetings social distancing will be followed.</p>

Key Themes	Hathaway Academy will:	As a Student I will:	As a Parent/Carer - I/We will:
Cleanliness	<p>Ensure there is adequate sanitiser and cleaning facilities for students.</p> <p>Ensure students frequently disinfect their hands upon entry and exit of the classroom.</p> <p>Provide students with the equipment that they need, in a personalised pack so that they do not need to share.</p> <p>Make sure that all environments are kept clean and frequently disinfected.</p>	<p>Not bring anything unnecessary into the Academy.</p> <p>Wash my hands when I am told to.</p> <p>Sneeze and cough into a tissue and put the tissue in to the bin straight away.</p> <p>Adhere to all safety and hygiene measures.</p> <p>Not share and/or distribute equipment, nor touch other student/teacher belongings.</p>	<p>Make sure that my child is kept clean with a daily change of clean clothing.</p> <p>Make sure my child washes their hands before leaving the house.</p> <p>Make sure my child brings the correct equipment to the academy each day and does not share it with other students.</p>
Social distancing	<p>Continue to implement social distancing as best as possible in line with government recommendations.</p> <p>Maintain high levels of hygiene for all members of the academy community and the environment.</p> <p>Ensure that all students receive a tutorial on the correct way to put on, remove and store a face mask.</p>	<p>Be respectful to people all the time.</p> <p>Keep my friends safe by not hugging them or touching them.</p> <p>If I choose to wear a face covering to follow the guidelines on how to wear it safely and store it in a sealed plastic bag.</p>	<p>Talk to my child about the need for high levels of hygiene. This includes not hugging, holding hands, sharing their drinks/food, spitting, etc., as well as washing hands thoroughly when asked to and when they wish to.</p> <p>Ensure my child follows social distancing when not in the academy which includes coming to and from the academy.</p> <p>Provide my child with a suitable face mask and a sealable plastic bag to store it in.</p>
Learning	<p>Ensure group sizes are in line with government recommendations.</p> <p>Ensure all students who are not in the academy have access to the home learning platform, work and other activities.</p>	<p>Stay with my group and listen to the member of staff leading my group.</p> <p>Follow my timetable and work set via TEAMS online.</p> <p>Completing the work and submitting back to my teacher.</p>	<p>Continue to inform the academy of any changes to circumstance so that the academy can put into place suitable provisions.</p>
Illness and symptoms	<p>Inform parent/carers immediately of any student who presents with potential COVID symptoms, and then inform parent/carers of those in the same group. This includes the member of staff displaying symptoms.</p> <p>Call parent/carers to collect individual students if they are ill in any other way.</p> <p>Keep any students displaying symptoms safely away from others, in a designated room and care for them using PPE.</p>	<p>Tell a member of staff straight away if I feel unwell in any way.</p>	<p>Not send my child to the academy if they display any COVID symptoms or if they are ill.</p> <p>Call the academy to let them know that my child will not be in, and why, as soon as possible.</p> <p>Make sure the academy has at least two contact numbers, and someone can be contacted throughout the day.</p>

Signed	Hathaway Academy Principal	Student	Parent/Carer/s
			