

# St Matthew Academy

St Joseph's Vale, Blackheath, London SE3 0XX

Headteacher: Ms Miranda Baldwin

Head of Primary: Ms Joanna Chick



14 July 2020

Dear Parents and Carers

## RE: Year 7.

Everyone at St Matthew Academy is very much looking forward to welcoming our new Year 7 pupils to SMA on Monday, 7<sup>th</sup> September, particularly Ms Migon, the Year 7 team and myself. From the outset, I would like to assure parents that we have taken every possible step in making sure that pupils and staff are as safe as possible. Some of the procedures and structures at the Academy will obviously be slightly different to those to which we are normally accustomed. This is because we are being careful to follow all government guidelines on how to keep pupils as safe as possible on their return. Most obviously, pupils and staff must maintain social distancing, wash and sanitise their hands. Further to this the different Year Groups will have to be kept apart: arriving at different times; eating lunch at different times and leaving at different times.

**From Monday, 7<sup>th</sup> September, Year 7 pupils are expected to arrive at the Academy by 8:30 at the latest to ensure a punctual and settled start to the day. Lunch will be at 11:45 and dismissal at the end of the day will take place at 2:45. The canteen will be sanitised between each sitting of one Year Group at a time. Please make sure that you top up your Parent Pay account before the beginning of term unless your child is entitled to a free school meal. Throughout the day, staff at SMA will carry out cleaning and sanitising in line with government guidelines but for the time being, there will be no extracurricular after school clubs.**

## Key Dates for Autumn Term:

- **Monday, 7<sup>th</sup> September** – start of term
- **Monday, 26<sup>th</sup> October – Friday, 30<sup>th</sup> October** - Half Term
- **Monday, 9<sup>th</sup> November – Friday, 13<sup>th</sup> November** – Year 7 Ranking Exams 1

Perhaps the most obvious temporary change in our school day is that pupils will remain in their own classrooms and teachers will go to them rather than pupils making their way to different parts of the buildings for lessons. This is something that Year 7 pupils will be used to and again, this is to make conditions as safe as possible for everyone at the Academy by restricting contact between Year Groups. Pupils will have most of their lessons in the same room with the exception of some practical subjects including PE however the classroom that your child will usually be taught in may not be a 'specialist' room for a particular subject. Please be assured that changing rooms, toilets and all shared facilities will be kept clean in adherence to government guidelines.

## Important Reminders:

- **All pupils are required to be on time each day, arriving no later than 8:30 for line up**
- **Correct uniform is required**
- **Pupils must not wear jewellery of any kind, except for a wristwatch**
- **Correct SMA PE kit must be brought in for timetabled PE lessons (timetables to be given out on our return)**
- **Social distancing must be observed at all times**
- **Hands should be washed or sanitised regularly**

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Finally, I would like to wish you all a safe and relaxing Summer. This is a difficult time for us all but together, as a community, we will get through this and before we know it, life at St Matthew Academy will return to better days.

Yours faithfully



**Mr I Gunningham**  
**Assistant Headteacher**