



11<sup>th</sup> December 2020

### End of term arrangements

Dear parents/carers,

As promised on Friday, I am now able to share details regarding learning arrangements for this final week of term.

The government's decision to shorten the UK's self - isolation period from 14 days to 10 days has meant that our staffing capacity is much higher than anticipated for this final week of term.

**This means that The Victory Academy will be open to all students from 15<sup>th</sup> – 17<sup>th</sup> December inclusive.**

Students who are self - isolating can also now return if a 10 day isolation period has been completed.

- If you have any medical questions please visit <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- For questions about self-isolation please visit <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/>

I do understand that this is a difficult time for parents, as you have to make the right choice for your child's education during a global pandemic, amidst much media interest in schools at present. It is important to note that the opening of our academy is a legal requirement rather than an autonomous decision I have made, and now that our staffing levels mean that we are able to bring students into the academy we are explicitly directed under the Coronavirus Act of 2020 to do so. As we have found throughout this term, our ability to open to all year groups is a position that can change with little notice, and as always I will endeavour to inform you of any changes for these last three days as soon as I am made aware of them.

As I write this letter, we have been informed of further positive cases in our student body, across Years 7, 10 and 11. All close contacts have been notified this morning, and in this correspondence I have included again the guidance sent on Friday regarding how we will operate track and trace over the Christmas period.



Artsmark  
Platinum Award  
Awarded by Arts  
Council England



ASPIRE, ENDEAVOUR, ACHIEVE

[www.thevictoryacademy.org.uk](http://www.thevictoryacademy.org.uk)

Director of Education (Chatham): Ms M Gage BA (Hons) NPQH  
Chief Executive Officer: Mr S Gardner BA (Hons) MSc NPQH NLE

Magpie Hall Road, Chatham,  
Kent, ME4 5JB

T: 03333 602140  
E: [office@thevictoryacademy.org.uk](mailto:office@thevictoryacademy.org.uk)

The Victory Academy is a member of The Thinking Schools Academy Trust, whose registered address is Park Crescent, Chatham, Kent, ME4 6NR. A company limited by guarantee registered in England and Wales. Company Number: 7359755



Please could I ask for your support in reiterating to students the need to rigorously follow our behaviour for safety expectations on their return to Victory, including

- Wearing a face covering in all communal areas
- Following our one way systems and the corridor LAW (Keep Left, Apart and Walking)
- Sanitising hands and work spaces before and after lessons

### Remote learning

Please note that our digital learning offer via Microsoft Teams is only available to students who are officially required to self - isolate. Learning provision for all other students will be via lessons in school.

### Catering arrangements

- Due to ongoing staff shortages in our catering team, we are unfortunately unable to offer a canteen service for break times on Tuesday and Wednesday
- Students should bring a break time snack to school if required.
- We will be offering a full lunchtime service on Tuesday and Wednesday
- On Wednesday 16<sup>th</sup> December, our students will be able to have Christmas dinner with their year group bubble during their normal staggered lunch period.
- On Thursday 17<sup>th</sup> December, there will be a selection of hot and cold snacks available at break time only, as students will be leaving site before their lunch break. Those students eligible for free school meals will be able to use their allowance to collect food during their break time.

### Last day of term arrangements

- The last day of term is Thursday 17<sup>th</sup> December
- The school will be closed on Friday 18<sup>th</sup> December to all students and staff.
- On Thursday 17<sup>th</sup> December, students are able to wear their Christmas jumpers or own clothes with a donation of £1 towards Save the Children
- Students will undertake normal lessons during period one and then participate in virtual celebration of success assemblies during period 2



**Artsmark  
Platinum Award**  
Awarded by Arts  
Council England



ASPIRE, ENDEAVOUR, ACHIEVE

[www.thevictoryacademy.org.uk](http://www.thevictoryacademy.org.uk)

**Director of Education (Chatham):** Ms M Gage BA (Hons) NPQH  
**Chief Executive Officer:** Mr S Gardner BA (Hons) MSc NPQH NLE

Magpie Hall Road, Chatham,  
Kent, ME4 5JB

**T:** 03333 602140  
**E:** [office@thevictoryacademy.org.uk](mailto:office@thevictoryacademy.org.uk)

The Victory Academy is a member of The Thinking Schools Academy Trust, whose registered address is Park Crescent, Chatham, Kent, ME4 6NR. A company limited by guarantee registered in England and Wales. Company Number: 7359755



- Students will leave the academy on Thursday at the following staggered times and locations

| Year Group | Time of exit | Exit point |
|------------|--------------|------------|
| 7          | 12.10pm      | Main gate  |
| 8          | 12.10pm      | Top gate   |
| 9          | 12.10pm      | Lower gate |
| 10         | 12 noon      | Top gate   |
| 11         | 12 noon      | Main gate  |
| Sixth form | 12 noon      | Lower gate |

#### Track and Trace

- **The school will continue to operate its track and trace systems until the 23<sup>rd</sup> December. If your child shows symptoms or tests positive between the 18-23<sup>rd</sup> December you must inform the school.**
- As advised by government guidelines - if your child tests positive for Covid-19 or is contacted by the school as a result of close contact, we have a legal responsibility to inform and they have a legal responsibility to self-isolate for 10 days.

#### **HOW WILL TRACK AND TRACE WORK DURING THE SCHOOL HOLIDAYS?**

- If your child tests positive for Covid-19 between the 18-23<sup>rd</sup> December, email [office@thevictoryacademy.org.uk](mailto:office@thevictoryacademy.org.uk) remembering to include your child's name, date of positive test result, date of first symptoms and the last date in school.
- The school will contact you to confirm close contacts and self-isolation period.
- The school will then notify the close contacts **via email or text**. Only those impacted will be contacted. Please ensure you are regularly checking your emails as this will be the only official means of communication during this period.
- Please do ensure we have updated contact details so that we are able to contact you over the Christmas



**Artsmark  
Platinum Award**  
Awarded by Arts  
Council England



ASPIRE, ENDEAVOUR, ACHIEVE

[www.thevictoryacademy.org.uk](http://www.thevictoryacademy.org.uk)

**Director of Education (Chatham):** Ms M Gage BA (Hons) NPQH  
**Chief Executive Officer:** Mr S Gardner BA (Hons) MSc NPQH NLE

Magpie Hall Road, Chatham,  
Kent, ME4 5JB

T: 03333 602140  
E: [office@thevictoryacademy.org.uk](mailto:office@thevictoryacademy.org.uk)

The Victory Academy is a member of The Thinking Schools Academy Trust, whose registered address is Park Crescent, Chatham, Kent, ME4 6NR. A company limited by guarantee registered in England and Wales. Company Number: 7359755



If you are contacted, you will receive an email containing all the information you need to know.

I hope that there will be no further amendments to this schedule, but would advise regularly checking social media, My Ed and our website for any unnecessary updates.

At present, we are expecting all students to return to school on the 5<sup>th</sup> January 2021.

May I take this opportunity to again thank you for your support during this challenging term. I wish you and your families a very safe, healthy and merry Christmas, and a Happy New Year.

Yours sincerely

Mandy Gage

Principal



**Artsmark  
Platinum Award**  
Awarded by Arts  
Council England



ASPIRE, ENDEAVOUR, ACHIEVE

[www.thevictoryacademy.org.uk](http://www.thevictoryacademy.org.uk)

**Director of Education (Chatham):** Ms M Gage BA (Hons) NPQH  
**Chief Executive Officer:** Mr S Gardner BA (Hons) MSc NPQH NLE

Magpie Hall Road, Chatham,  
Kent, ME4 5JB

**T:** 03333 602140  
**E:** [office@thevictoryacademy.org.uk](mailto:office@thevictoryacademy.org.uk)

The Victory Academy is a member of The Thinking Schools Academy Trust, whose registered address is Park Crescent, Chatham, Kent, ME4 6NR. A company limited by guarantee registered in England and Wales. Company Number: 7359755