

**Mr Chris Thomas BSc**  
**Headteacher**

02/06/2020

Dear Parents/Carers,

I want to give you an update on the plans that we have for Year 10 students returning for some 'face to face' support from June 15<sup>th</sup>. Please note, this is not a return to normal lessons, but is aimed instead at supporting Year 10 students with the remote learning that they have been doing and will continue to do for the remainder of this term.

The decision for students to come back into the school will be subject to the school being able to adequately address all of the issues identified in our own risk assessments and we will not reopen on the 15<sup>th</sup> June unless satisfied that we have taken all possible steps to lower the risk of infection. Our decision will be guided by the following principles:

- The safety of our students and staff is paramount
- Support for the children of key workers in all year groups is to continue, where this is required
- The emotional well-being of pupils and staff is a priority and this must be a focus for all decisions made
- Maintain as safe a working environment as possible, through clear and simple protocols to maintain social distancing and appropriate and regular cleaning to limit the chances of infection, both throughout and at the end of the day
- All students should have access to learning experiences, either in school or at home

**Whilst these principles have guided all of our planning, it is important for us all to recognise that it is not possible to remove the risk of infection completely, but rather to lower the risk as far as is possible.**

The existing plan is based on the year group being split into four groups following the government's guidance that no more than 25% of a year group should be in school on any one day. The outline plan is currently:

- **w/b June 15<sup>th</sup> - In this week, we plan to run a 'student's review meeting' in the sports hall which is designed to give us an opportunity to catch up with students, check how they are and how they have managed their learning and also provide information to help us plan what support is needed in the weeks afterwards. This will take 1 -2 days, and will be carefully managed to ensure students and staff are able to maintain social distancing effectively. The intention is for one representative from each subject area to be present to hold these discussions. Students may be asked to complete a questionnaire in advance of attending which will also cover those who do not attend.**

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- **W/b June 22<sup>nd</sup> – ‘Face-to-face support’ commences – the plan is that students will work in groups of no more than 10 and have teacher-led sessions in their core subjects of Maths, English & Science in addition to some support for their option subjects.**

### **Student Attendance**

Central to our plans will be a commitment that all students should have access to learning experiences, either in school or at home. This will be extremely important over the coming months as:

- As the current guidance is that people should avoid travelling on public transport unless absolutely necessary, we will **NOT** be asking any students to travel to school on public transport if they have no alternative
- A number of students will not be able to attend school due to their own medical conditions or those of members of their household
- Despite our best efforts to decrease the risk of infection a number of parents may feel that this risk is still too high
- Parents will not be penalised if they choose not to send their children to school.

### **Infection Control Measures**

In secondary schools, due to the subject specific nature of learning and students differing options choices, it is not possible to ‘Pod’ groups of students together with one member of staff as happens in primary schools.

### **One Way System**

There will be a one way system in place with floor markings to enable social distancing. These routes will be explained to the students and reinforced with clear markings on the floor of all corridors.

### **Cleaning**

Additional cleaner capacity will ensure that the risks of infection spreading are minimised.

### **Lunch and Break Times**

The existing plan is to structure the school day in a way that minimises social time within school. It may well be that children are asked to bring their own food into school for this period (those entitled to free school meals will still receive theirs)

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## **Uniform**

Students should **not** wear their blazers as these cannot be cleaned each night. Jumpers are optional but otherwise uniform should be as normal. Students should wear fresh uniform each day – there will be sufficient gaps between days in school to allow for uniform to be washed.

## **Access to Equipment**

Students will not have access to practical equipment as this is a potential source of infection. Practical subjects, may therefore be restricted in terms of what they can do. The intention is to keep to an absolute minimum, the equipment which travels between home and school.

## **Hand Washing and Hand Gel**

All students will be expected to disinfect their hands with sanitising gel as they enter school and at regular points throughout their time in school.

## **Code of Conduct**

Students will be regularly reminded of the new routines and this will be reinforced by displays. If students fail to adhere to these routines we will confirm again that they have understood them and if they continue to fail to meet these expectations they will be required to work at home.

Students who deliberately increase the chances of other students or staff to become infected may be asked to work at home until further notice and the schools code of conduct will be applied.

Appropriate sanctions will be applied up to and including permanent exclusion.

**I have full confidence that our students appreciate the seriousness of the current situation and will work with us to ensure and maintain a safe work environment.**

## **Monitoring, Reviewing & Adapting**

As the school starts to reopen we will need to monitor, review and adapt these arrangements. I would therefore ask you to all engage in the consultations most relevant to you which will be in the form of a questionnaire which will be sent out via email. **Please update the school if your email address has changed.**

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### 1. Staff Workload

It is important to remember that as staff are preparing for and delivering the sessions to Year 10 students on their return they are also delivering materials and assessing work for students in Years 7, 8 & 9.

In addition, like many of you, staff are also having to meet the needs of their own children through home schooling. As you will know, this can dramatically impact upon their access to devices and clear blocks of time in the day to be able to deliver live lessons, particularly if their children are toddlers or not in the year groups that are returning to schools.

### 2. Student Welfare

Whilst feedback from parents and students has generally been very positive, it is clear that a number of students are finding it more challenging to adapt to the new way of learning and are having difficulty keeping up with the work being set. As ever, please communicate any concerns that you have about your child to their tutor in the first instance.

I will write to you again soon with more detailed plans for the week beginning June 15<sup>th</sup>.

Yours sincerely



Chris Thomas  
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