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Dear Parents/ Carers

I am writing to give you further information and details about our plans for reopening the school to all our students in September. We have worked hard to ensure we are meeting all the government guidelines for reopening and have redrafted our risk assessment which will be available on our website shortly; the Stowe Valley Trust board has agreed that the plans are robust. I ask all our parents to be mindful of the fact that due to the evolving pandemic situation, these plans could be subject to change. We are expecting further government announcements on August 11th.

Please note, it is an expectation that all students will return to school as normal at the start of term unless they are ill or are in isolation due to the virus.

A reminder of the dates for the start of term:

- **Tuesday 1st September:** Teacher Training Day
- **Wednesday 2nd September:** Year 7 and Year 12 Induction Days
- **Thursday 3rd September:** All year groups in school

Specific information regarding transition days for Year 6 into 7 parents and students moving from Year 11 into 12 will be sent separately.

The information you'll need is below. Please read carefully:

The School Day

The school day will broadly be as normal for all students due to the reliance on school bus services. Students should arrive before 8.25 (when the bell goes for the start of school). Year groups will be kept in their 'bubbles' throughout the day and the site has been zoned in order that this can happen.

Students will filter into their outside 'zones' before the school day starts. At 8.25am they will wait in their year group form for their tutor to collect them and take to form rooms.

There will be a slightly staggered dismissal at the end of the day in order that year groups can board buses and to avoid year groups mixing, starting with Year 7 at 2.25pm then at 5-minute intervals. Staff will supervise students getting on buses or leaving site. *If you wish to collect your child, please park on the school playground to the left of the main entrance.*

Curriculum

The full curriculum (5 periods each day) will be delivered to all year groups but students will remain in their 'zones' for learning and teachers will come to them. This will inevitably restrict some subjects that require specialist teaching rooms but provision will be made to adapt the curriculum accordingly. We will do our best to enable the full learning experience takes place. If your child has practical PE on their timetable, we ask that they come to school in PE kit (with spare clothes if the weather is

inclement). The PE curriculum will be revised in order that students are not participating in team sports and it is likely that the summer curriculum will continue in the first half of the term.

Breaks and Lunchtimes

There will be staggering of breaks and lunchtimes throughout the day. Students will all have a 20-minute break and a 30-minute lunch in which they will be able to go outside to their zoned areas on the playgrounds, tennis courts or field. There will be a contingency plan for wet weather.

Zones are as follows (this will all be explained to students as soon as they return):

	Before school	Break and lunch	Dining room servery	Learning zone	Toilets allocated
Year 7	Tennis courts (nearest school)	Field nearest tennis courts	Hall entrance	Maths corridor	Maths corridor
Year 8	Tennis courts (far side)	Field nearest tennis courts	Music room entrance	Humanities block (Geography/History)	Sports hall
Year 9	Between Science block and Sports Hall	Field in front of astroturf pitch	Music room entrance	Science block and room 58	Science block
Year 10	Playground nearest front of school	Field in front of astroturf pitch	Hall entrance	DT/ Business rooms	Student Services
Year 11	Playground nearest swimming pool	Field in front of astroturf pitch	Hall entrance	English corridor	Library corridor
Year 12 and 13 (1 bubble)	Entrance at far end of school-sixth form area	Sixth form area or quad	Music room entrance	Throughout school	Near entrance and DT

The Pastoral System

As we are having to work in year group bubbles our very successful mixed aged tutor groups are going to have to be modified. Where possible we have tried to keep students within their house but have had to make changes to their personal tutor. The personal tutor remains the main point of contact if there is any concern and the Head of House will oversee the progress, behaviour and rewards for their house. A letter to the students will be coming out with their new tutor group very shortly.

Hygiene and Routines

There will be increased hand washing/sanitising across the school. There will be hand sanitisers in place in all classrooms to help with this. Additionally, wall units have been installed in frequently used areas across the school. During lesson change over students will remain in the classroom and the member of staff will come to them. Whilst waiting for a member of staff students will be expected to be reading their book (see T&L equipment) quietly.

Everyone using the buildings are expected to maintain social distancing whilst on site. There is clear signage and markings across the school

Teachers will endeavour to maintain a 2-metre distance whilst teaching but this may not be possible all of the time. However, they will keep any closer distancing brief.

It is not recommended that staff use PPE in school, however, some may choose to do so and this will be permitted. Similarly, students who wish to use facemasks will be allowed but they will still be expected to join in lessons and get involved.

All classrooms will be laid out so that desks face the front of the room and seating plans will be enforced as is the normal policy for the school. Students who are required to sit nearer to the board or the teacher, will of course be accommodated.

SEND

There will have been a number of structural changes to the SEND department (change of rooming and facilities) as well as staffing; our new SENCO, Miss Hooper and a number of new TA appointments. These changes will only strengthen our SEN support across the school.

Unfortunately, because of the restrictions we have to work within, we will have to limit the number and type of interventions that we would traditionally run in the first couple of weeks. This is an evolving picture therefore students, and parents, will be updated as and when these interventions and sessions are made available again.

- There will be no morning intervention sessions, breaks, lunches or after school homework club in Horizon (formerly referred to as the SSC) to ensure that there is no mixing of bubbles.
- Because we are having to zone the school, **no student** will be issued a movement or time out card. We understand that this may well be problematic for some students but there will be additional support on hand to help students stay in the learning environment.
- We are working hard to initiate solutions to ensure that all students have their independent needs met.

Equipment and Uniform

We expect that all students will be wearing the correct uniform (including PE kit). New uniform can be purchased through the link on the web site and should be done so in ample time for the return to school. Can I reinforce the need for black shoes, not trainers or 'trainer shoes'. These are unacceptable and you will be asked to change them. Students are allowed to have **one plain stud** in their ear. Any additional jewellery will need to be removed; this includes any 'new' piercings that do not follow our guidelines. Any extreme hair colouring (not a natural colour) must be washed out.

Due to the zoning of the school students will have to wait outside the buildings until school starts. It is highly recommended that students bring an umbrella or waterproof to prevent them getting wet. Hoodies are not to be worn and should definitely not be worn as a 'coat' or under the blazer. If students wish to wear an additional layer under the blazer it needs to be a black v necked jumper and not a sweatshirt.

The school will not be lending equipment so please ensure that your child has all of the following equipment in a pencil case: blue/black pen, pencil, ruler, calculator, protractor, colouring pencils (if possible), rubber. It would be helpful to also have a glue stick, highlighters and a green biro pen (these will be available for year groups).

We expect all students to have a book in their bag; please ensure that your child(ren) has a reading book (or kindle) in their bag every day.

Do not hesitate to contact the school if you are unable to provide any additional equipment due to the covid restrictions and we will do our best to help.

Behaviour

We will maintain our high expectations of behaviour and conduct. There will be some slight adjustments to our behaviour protocols but our expectations remain the same. The corridor card system will still operate and students will be placed in a break or lunchtime detention if they receive 3 signatures on their card. This will be a mixed system but the gym will be zoned for year groups and 2 metre distancing will be enforced.

Catering and Refreshments

The breakfast service will not be running but Educaterers (our catering company) will be able to provide a basic hot and cold food service throughout the day at break and lunchtimes. It will take the form of a 'grab and go' service but will still offer a healthy selection of snacks and a hot meal option. All food will be individually wrapped or served in containers.

We are pleased to announce that during the school closure, we have created a new dining facility. This will enable us to keep year groups separate during breaktimes and lunch.

There is the option to bring a packed lunch to school should you wish to provide this from home. The school has three water dispensers around the site for refilling water bottles.

Transport and Travel

All services will be operational at the start of term.

Students should sit in year groups on the buses and where possible on the public buses. We are awaiting the guidance from Warwickshire County Council regarding school bus services and the use of facemasks. Facemasks should be worn on public transport at all times until further notice. This should be placed safely in bags on arrival at school.

Staff will support students boarding the buses but please remind your child to keep to their seat within year group and to use a facemask should it be required.

Extra- curricular Activities

There will be no extra-curricular clubs at the start of the year. We will keep this situation under constant review in order to provide additional opportunities for students as soon as the guidance indicates that it is safe to do so. Homework/revision opportunities will continue to be offered on a Tuesday-Thursday (when there are late buses available) but will be year group specific (details to follow in the new academic year).

Home Learning

This will continue to be set through Teams. Where possible home learning should be handed in through Teams which will allow staff to provide feedback through the Teams platform. We will be providing some additional training for students on the effective use of Teams in the new academic year to support them with this. We will also be circulating an updated guide for parents/carers.

Contingency planning for Remote Learning

In the event of a lockdown (local or national) a return to online/blended learning may be necessary. We are preparing for this possibility by evaluating our blended curriculum offer so far. Should a lockdown be necessary Teams will continue to be used to deliver a range of resources, pre-recorded and 'live' lessons. We will be looking to maximise the potential of Teams – further information on this will be available in the new academic year.

If you have any queries or specific concerns; please contact the school directly or for bus queries contact WCC Transport on busservices@warwickshire.gov.uk

All our plans will be reviewed fortnightly or whenever there are new government updates.

Finally, I'd like to thank all our parents and carers for the support you've given all our staff and the students during this challenging period. I wish everyone a restful break and look forward to welcoming everyone back in school in September.

Yours sincerely,



Helen Bridge
Headteacher