

24/08/2020

Dear student and parents/carers,

We hope you have enjoyed the summer holidays and are looking forward to returning to the routine of school.

There have been many reports on the media during recent weeks about examination results and returning to school. We were delighted with the GCSE & BTEC results, which continued our improvements of recent years.

You have received much of the information in this letter at the end of the Summer Term but we wanted to update and remind you of some important information before the start of this term.

There is a lot of information in this letter but please take the time to read it so we can work together to ensure everyone is safe in school.

A reminder that Year 7 & 11 start on Thursday 3 September and Year 8, 9 & 10 start on Monday 7 September. The times of the school day have not been changed only the timing of lessons and breaktimes.

Many of you have completed the survey we recently sent out and the most common concerns both students and parents have raised are:

- Getting back into a routine
- Being behind with work
- Being safe in school

We appreciate safety is a priority. Year groups will be taught in 'bubbles' in specific areas of the school to minimise the mixing of students. Each group will be allocated a 'learning zone' and a 'social zone'. Lunch time and break time will be staggered, but the start and end time of the school day will stay as normal.

When we return, an 'induction programme' for all year groups has been planned. This will involve completing an academic 'catch-up' programme and a 'wellbeing' programme.

We ask all students to ensure they have the basic personal equipment to attend lessons to minimise sharing of equipment. This includes black or blue pen, green pen, pencil, ruler, compass, protractor, calculator, eraser and highlighter pen. Whilst we will have hand sanitiser and tissues available, we would also encourage every student to have their own personal supplies if possible.

Students will be expected to wear normal school uniform. The exception will be on those days when students have a Physical Education lesson. Students can wear their school PE kit, to minimise the risk of infection whilst changing.

There has been considerable media coverage linked to wearing face coverings in school. The most recent Government statement says:

World Health Organisation now advise that "children aged 12 and over should wear a mask under the same conditions as adults, in particular when they cannot guarantee at least a 1-metre distance from others and there is widespread transmission in the area."

As a result, the government is revising its guidance on face coverings for staff and children in Year 7 or above in England. Nationwide, while the government is not recommending face coverings are necessary, schools will have the discretion to require face coverings in communal areas if they believe that is right in their particular circumstances.

In addition, and consistent with WHO's new advice, the government will advise additional measures are taken in areas where the transmission of the virus is high. In these areas, defined as areas of national government intervention as [listed on gov.uk](#), the government's guidance will state face coverings should be worn by adults and pupils in secondary schools when moving around the school, such as in corridors and communal areas where social distancing is difficult to maintain. It will not be necessary to wear face coverings in the classroom, where protective measures already mean the risks are lower, and where they can inhibit learning.

Therefore, at the current time students, if they wish, can wear a face covering when moving between lessons and during social time, but not in the lesson.

This expectation may be changed if the rate of infection increases in our area based on public health advice

If your child decides to wear a face covering it must be a plain colour and either a cotton or surgical mask.

If you and your child decide that they wish to wear a face covering, please sign and return the consent form at the end of this letter, either via email or when your child attends school for the first time, confirming that you have discussed the following guidance for the safe use and disposal of face coverings with your child and that your child understands this. The school does not accept any liability if your child does not use and dispose of their face covering safely. If your child requests to wear a face mask without your consent form, they will not be permitted to do so.

If wearing a face covering children and adults should:

- wash hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and after removing it
- when wearing a face covering, avoid touching the face or face covering, to avoid contamination with germs from hands
- change the face covering if it becomes damp or if it has been touched
- continue to wash hands regularly
- change and wash the face covering daily
- if the material is washable, wash in line with manufacturer's instructions after each use. If it's not washable, dispose of it carefully with domestic waste
- practise social distancing wherever possible

Please can you discuss and remind students of the following information.

When you come back to school, it will be some time since you were last there. Whilst we are doing everything we can to keep things as close to what they were before lockdown, there are significant changes to the way we must all work together. We are all very keen to get back, but our priority must be the safety of staff and students. You must realise that if you act in any way which endangers others, severe sanctions will be implemented.

Expectations:

- You are back in school to learn, and therefore **positive learning behaviours will be expected**
- Each year group at school will be in a bubble, **you must not mix with students in other year groups** within school.
- **You will be taught in a 'learning zone', allocated a 'social zone'** and be assigned a set of toilets.
- **Your hands must be thoroughly washed/sanitised on entering and leaving the toilets.**
- You will follow your normal timetable and your normal teaching groups.

Year group	Learning zone	Social zone at break and lunchtime	Toilets
7	Languages/English	Courts	Girls – New hall Boys – New Hall
8	Humanities/Library	Courts	Girls – New Hall Boys – New Hall
9	Bois Hall	Triangle	Girls – Bois Hall Boys – Bois Hall
10	Tower block	Triangle	Girls – Science and IT Boys – Science and IT
11	Music/Drama/Hall/Gym	Field	Girls – tower block Boys – tower block

- You will enter & leave school by a specific entrance.

Year	Entrance/Exit	Social zone before school
7	Sports hall gates by astro turf	Front court
8	Sports hall gates by astro turf	Rear court
9	Main student gate	Picnic area
10	Main student gate	Triangles
11	Pedestrian entrance	Canteen

- You must behave responsibly on your way to and from school and you must sanitise or wash your hands on arrival at school
- Please do not arrive early to school, before 8.15am. As soon as you arrive you must wait in your social zone as above.
- You will be expected to wear full school uniform and follow the rules about makeup, jewellery etc.
- You are expected to wear PE kit for school on days when you are timetabled to have a PE lesson.

- You must bring your own equipment into school, where possible, e.g. pens, pencil, ruler, calculator, protractor, compass, sharpener, gluestick, eraser, highlighter pens.
- You should bring your own hand sanitiser and tissues into school.
- Detentions will still take place, in your learning zone
- You must inform staff immediately if you feel unwell in any way
- It is very important that you follow all the school rules, including the new rules to keep everyone safe. You must follow all instructions immediately. Anyone who behaves in a way which is unsafe or endangers others, severe sanctions will be put into place.

For those students who are in the ***‘extremely vulnerable group’***, ***please contact the school via the Main Office by 1 September*** to inform us and someone with contact you to discuss the completion of an ‘individual risk assessment’. This will allow the appropriate safety measures to be considered to minimise any risks.

If you or your family experience COVID-19 symptoms, please inform us as soon as possible.

We are in ever changing times and rules and expectations will change. Your teachers will inform you of any changes and you should regularly consult emails and the school website

Once again we would like to thank you for your ongoing support as we strive to ensure every student is aspiring to meet our expectation of ‘be the best you can be’ and we work collectively to achieve our aim of being an ‘outstanding school in the heart of the community’.

We look forward to welcoming students back in September.

Best wishes

R James

C Leys

CEO/Executive Headteacher

Head of School

Name Tutor Group

I consent to my child wearing a face covering in school and confirm that I have discussed the guidance for the safe use and disposal of face coverings with my child and that they understand this guidance. I accept that the school does not accept any liability if my child does not use and dispose of their face covering safely.

Signed/Date