

Dear Parent/Carer,

We have been exceptionally busy getting the school environment ready for the delivery of face to face contact for our Year 10 and 12 students from Monday 15th June. We have carefully followed the guidance set out by the Government to ensure that we are as safe as possible for the return of larger numbers of students and staff.

In order to make the school as safe as possible, the following applies for the return of Year 10 students next Monday:

Preparing to return to school

- Students are only permitted to come onto the school site for their allocated day. Surnames A-B will be in school every Monday (first day will be Monday 15th June), Surnames C-G will be in school every Tuesday (first day will be Tuesday 16th June), Surnames H-L will be in school every Wednesday (first day will be Wednesday 17th June), Surnames M-R will be in school every Thursday (first day will be Thursday 18th June), Surnames S-Z will be in school every Friday (first day will be Friday 18th June)
- Ideally students should bring their own packed lunch. We have catered for the small number of students who have requested a cold lunch to be provided by the school. No other students will be able to purchase lunch.
- Students will need to bring their own pencil case and any school books they have at home for their lessons (English, maths and science will be needed for the first two weeks). They cannot share pens, pencils etc and staff cannot handle exercise books.
- School uniform is compulsory, but as there is an expectation that students arrive in freshly laundered clothing, they do not need to wear their blazer or school tie. All clothing will need to be laundered when students get home from school to minimise the risk of the spread of any infection.

Start and end of the school day

- The school site will be closed to all students until 8.30am.
- Year 10 should only enter the school site at the bus bay gate.
- They will be taken straight into the sports hall for a socially distanced assembly after cleaning their hands using hand sanitiser. The hand sanitiser station will be located at the entrance to the sports hall.
- To aid social distancing they will need to queue to enter the sports hall and 2m markings have been placed around the bus bay which they must adhere to.
- Small teaching groups will be escorted at the end of the day to the exit at staggered times between 3 and 3.10pm to enforce social distancing.
- We request that parents/carers stress the need for their children to continue to socially distance from their peers on the way to and from school.

Throughout the school day

- Students will be split into new small groups; this will be shared with the students on arrival. There will be 10 or less students in each group.
- The students will be allocated a classroom for their core lessons; this will be their classroom base all day.

- A senior member of staff will meet with each student in Year 10 during their first day on site to discuss their well-being and offer any additional pastoral support that may be required.
- There will be increased cleaning during the school day for any public areas and classrooms that have been used. Please note we will need to be informed of any allergies to chemicals that may be used in cleaning products.
- Toilets will be deep cleaned before and after school. They will also be cleaned after break and lunchtime.
- First aiders will be on site all day; they will be required to use PPE if they need to attend any first aid emergency.
- Students will be expected to use hand sanitiser as they enter and exit the classroom. This will be provided by the school and is located in each classroom. Students may bring their own, if they prefer.
- Students must follow the new one-way systems around the school site. They will be informed of this each morning in the briefing in the sports hall.
- Students must have break and lunchtime in their allocated dining space/social area. They will be supervised at all times.
- Any student who does not comply with the COVID-19 rules or procedures will be sent home, as outlined in the behaviour expectations which all parents/carers received prior to half term.
- A clear procedure is in place for any student or member of staff displaying Covid-19 symptoms.
- Parents/carers will not be able to enter the school building. A clear procedure is in place in the main reception for any visitors.
- **Staff and/or children who are unwell with symptoms of COVID-19 should not travel or come into the school environment.**

Absence procedures

Each day we have to complete a return for the Department for Education to inform them of numbers of students and staff on site. Therefore, to complete this we will need to know the following information:

- If you have stated that your child ***will not be returning to school*** you will need to inform us of the reason for keeping them at home.
- If you have indicated that your child ***will be returning to school*** but does not attend we will need to know the reason for them not attending.
- If your child is due to attend and is unwell on one of their allocated days we will need you to report the absence in the usual way by telephoning the school. **You must state if they, or anyone in the household, has COVID-19 symptoms or a COVID-19 positive test result.**

Transport

The vast majority of parents/carers have indicated that their child will not be using school or public transport to get to school this term in line with Government advice.

If your son/daughter is using school or public transport please note the following:

- School transport providers will enforce social distancing on the buses. This means there are limited numbers of students permitted on each bus. The bus companies have a list of students who have requested a place on the bus to ensure they can manage the numbers each day.

- Students will not be able to sit next to one another and must follow the instructions of the bus drivers; any concerns over behaviour on the buses, or failure to follow the rules and procedures will result in their place on the bus being withdrawn.
- Students using school transport **must use face masks**. This is so the bus companies can safeguard their drivers. They will not be allowed to travel without a mask.
- Students who have requested to use their usual school bus should wait at their usual bus stop.
- For measures that are in place on public buses which serve this area please visit <https://www.arrivabus.co.uk/coronavirus>.

Social distancing in the community

Can we ask all parents/carers to remind their children of the need to socially distance in the community when socialising with their small group of friends which is now permitted. We have been informed that some of our students are not adhering to the rules when outside of their homes. Clear guidance remains in place which can be found here <https://www.gov.uk/government/publications/coronavirus-outbreak-faqs-what-you-can-and-cant-do/coronavirus-outbreak-faqs-what-you-can-and-cant-do>

We have re-attached images of the school site to this Parent Mail which shows the measures we have put in place. You may wish to share this with your son/daughter.

We are very much looking forward to seeing our Year 10 students for this face to face contact w/c 15th June. Please contact us should you have any queries regarding the return to school.

Kind Regards,

Mr S White

Mrs L Oyston

Head Teacher

Head of School