

17 July 2020

Dear Parent/Carer

I'm writing with our next update on plans for September. As you will probably be aware, the government has now published its guidance for schools and we have been working hard to ensure that we can implement all of the guidance in September and ensure our school remains as safe as it can possibly be for students, staff and families.

What the guidance says

The government requires all students to return to school in September and for all schools to:

- Minimise contact with individuals who are unwell
- Ensure people clean hands thoroughly and more often than usual
- Ensure good respiratory hygiene by promoting the "catch it, kill it, bin it" approach
- Introduce enhanced cleaning arrangements. Schools must introduce measures to minimise
 contact between individuals and groups of people and to maintain distancing "where
 possible". In addition, schools must engage with NHS test and trace and local Public Health
 England to ensure any cases of COVID-19 are managed properly, using expert support and
 guidance.

How the guidance differs from previous guidance

The government's guidance differs very significantly from previous guidance. Most notably, there is no longer an expectation that secondary-aged students practice social distancing while in class but now year groups should be kept separate from other year groups. Staff are able to see more than one group of students in a day but should try to maintain up to 2 metres distance from students and other adults throughout the school day.

What we are doing

We have developed detailed plans which allow us to maintain separation between year groups of students by allocating an area of the school for each year group. Students will remain within their allocated area and teachers will move to teach them. We will shorten break time by 5 minutes and lunch will be staggered and reduced to 30 minutes to ensure that year groups can remain separate. The layout of our building helps significantly as we have so many external doors and access to outdoor space. We will continue to be able to use classrooms for practical lessons but the number of these lessons for each student will be reduced as the rooms will need to be thoroughly cleaned to ensure all year groups have access. PE lessons will continue in year groups but changing rooms will not be used.

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When students have PE on their timetable they should come to school dressed in their school PE kit. The PE team will be following all government guidance including cleaning any equipment that is used.

The school day

The start time for school will remain the same with students using three entrances to move to their designated area:

- Years 7 and 9 should use the main reception entrance
- Year 10 enter through the dance studio entrance, staff will help them to safely move to their classrooms

• Years 8 and 11 should use the side gate

	Year 7	Year 8	Year 9	Year 10	Year 11
Designated	Maths	Annex	MFL	English	Science
Teaching Area					
8:50- 9:15am	Tutor Time				
9:15am – 10:15am	Lesson 1				
10.15am – 11.15am	Lesson 2				
11.15am – 11.30am	Break *				
11.30am – 12.30pm	Lesson 3				
12.30pm – 1pm	Lunch	Lesson 4	Lunch	Lesson 4	Lesson 4
1pm – 1.30pm	Lesson 4	Lunch	Lesson 4	Lunch	Lesson 4
1.30pm – 2pm	Lesson 4	Lesson 4	Lesson 4	Lesson 4	Lunch
2pm – 3.00pm	Lesson 5				
3pm – 4pm					Lesson 6

Break for all year groups *

Students will need to bring their own food with them if they want to eat during the morning break and all year groups except for Year 11 will remain in their designated area. Year 11 will use the Hall for break and lunch as food is not permitted in the Science labs and this area doesn't have a breakout space. All other areas used by Years 7 -10 have access to outside space and a breakout area.

Lunch

Food will be available to purchase; Students will have the opportunity to order food form a reduced menu selection during tutor time in the morning and for Years 7-10 this will be delivered to their areas at lunch time. Year 11 will eat in the Hall.



Cleaning

Students will rarely be in corridors and will remain with their year group throughout the school day. Students and staff will be able to sanitise hands frequently as each classroom has a hand sanitising unit. Tables and surfaces will be wiped down regularly-and there will be more frequent cleaning of corridors, door handles, toilets etc. We have made some changes to catering arrangements so that we minimise the risk of transmission of the virus.

Transport

We expect a normal service of school travel to resume but with some changes to routines, with students sitting with students from the same year group and face coverings to be worn on public transport. At the moment I am waiting for information from NYCC transport and wil write to you again to update you.

We are also in the process of trying to arrange travel arrangements to enable Year 11 to leave school at 4pm.

Catch Up

The best thing we can do for all our young people is offer them expert teaching and support, identifying any gaps they may have as we go along. Our priority must be students who are closest to external exams or assessments - Year 11. We will be offering a programme of catch up to those students, starting in September. These sessions will take place from 3 - 4pm Monday to Thursday and will be delivered by our teachers. Alongside this, we are waiting for further information about the new external National Tutor Programme, prioritising educationally disadvantaged young people and those with additional needs in any year group. We will continue to develop our online platforms for that we are able to respond quickly if there are any future lockdowns either locally or nationally.

What will happen next?

I will write again in late August to confirm all of these details, particularly transport arrangements.

We will welcome all students back to school on 8th September and as in previous years we will do this in stages. Years 7 and 11 will come to school at the normal time and other year groups will begin at 11.30am. This gives plenty of time for students to be thoroughly briefed on the new arrangements. There is a lot of information in this letter which may be overwhelming and cause anxiety. Please be assured that we have thoroughly risk assessed and are continually adjusting plans in keeping with government guidance. Our staff will reassure students and make sure that they know exactly what they need to do. You can help with this by:



- Making sure they are wearing full school uniform
- Making sure that they have their own stationery and school bag
- Making sure that they have food at break/lunchtime or are able to purchase food at lunch time
- Telling them which entrance they should use to enter the school building
- Reminding them of the importance of washing their hands/using hand sanitizer regularly

As ever, we are enormously grateful for your support and we are looking forward to welcoming students back in September.

With best wishes,

Miss J Caddell Principal