

Dear Parents and Carers

We hope that you and your families are well.

Please accept our apologies that this is a lengthy email, necessary however given the challenges that we have faced in planning a safe opening of the school for all pupils in September.

Firstly, may we thank you for the huge part that you have played in home schooling your children. We know from speaking with you and your responses to surveys that you will have had a whole range of different experiences. We also know that your children have adapted to the whole process in different ways. Some have found it straight forward and may have even preferred it to being in school, whilst others will have really struggled with the lack of structure and the loss of face to face teaching. You have had to deal with all of this, every day and we know that is really hard. Thank you for all that you have done.

Reopening in September

We know that September will be a time of anxiety for many of you and your children. Hopefully, the following detail of our planning will help ease that anxiety.

Year group bubbles

Until circumstances allow us to revert back to our community structure we will be dividing the school population (years 7 – 11) into year group ‘bubbles’. Year 12 and 13 will be combined in a single bubble. This means that pupils in each bubble will be allowed to be taught in the same rooms, use the same toilets, have break and lunch together and have form group and assemblies together. We have designated different classrooms in the school to each of the year group bubbles. This will mean that whilst on-site pupils will not mix with other bubbles. This allows us to maintain the broad curriculum that we usually offer although, some of the subjects may be taught in a different room than usual. Some subjects are having to adapt their curriculum to enable them to be taught in general classrooms rather than specialist spaces. Pupils in each year group will be given a different coloured lanyard to hold their new contactless catering card. They will be expected to wear these at all times. This will also allow us to easily identify that the pupils are in the correct zones and assist any that are uncertain.

Lunch and break

We have had to alter the way that we manage lunch times. We have changed the system to a contactless and cashless system. The new system will allow pupils to pre-order their lunch. Ordering can either be done via an app (we will release details of this before the start of term) or alternatively their form tutor will take the order and forward it to the catering staff. Initially the menu will be reduced, and pupils will be able to order baguettes, cold pasta pots, fruit, drinks etc. This will be delivered to the year group classrooms for lunch. We will not be able to supply hot food initially and it would certainly help if some parents were able to provide a packed lunch for their children. There will be packed lunches available for all children on free school meals. We are unable to offer a breaktime option so if your child would like a snack at break then they will need to bring something in from home.

Parents and carers will be able to top up their children’s account via parent pay. We will upload a help guide to the school website to support with this.

Start and finish of the day

When looking at this we have tried to take into account how families with siblings will manage, the inflexibility of public transport and the length of the school day.

In the morning pupils can arrive through any of the school gates and will be met by a member of the leadership team. They will then be expected to go immediately to their year group social space. We will be extending morning form time to 30 minutes from 8.30am – 9.00am to allow greater flexibility for arrival times. At 8.30am pupils that are on site will be expected to go straight to their form room.

Parents will not be allowed on site to drop off or collect children and we would ask that you do not use Meadow road as you will not be able to use the turning circle on the school site. Please agree a drop off and pick up point that is in one of the neighbouring streets. At the end of the day there will be a staggered release of pupils between 2.50pm and 3.10pm. This will allow siblings to be dropped off and collected and access to public transport at the normal times. Once dismissed, pupils will be expected to leave site straight away. Where possible we would ask that your child walks, cycles or is dropped off near school. If you are relying on public transport, then please ensure that your child is aware of the government guidance for using public transport and that they have a face mask.

From the 7th September and for the rest of term 1, there will be a breakfast club available from 7.45am each morning. This will be at no cost to parents, but places will need to be booked in advance. Pupils will be able to place orders for food, in advance, using the app linked to the new catering system.

Uniform and equipment

Pupils are expected to be in full school uniform from the first day. The only exception to this will be that on the days that they have PE they will be allowed to wear their school PE kit all day. This is also the case for GCSE and A level classes who have practical Dance or Drama lessons. We would also recommend that your child has a good waterproof coat with them.

Pupils will also need to have with them the standard equipment for lessons – pen, pencil, ruler rubber, sharpener. It would also be helpful if they had colouring pencils, glue sticks and calculators. These are not essential but would help support the delivery of the curriculum.

Other safety measures

Every classroom will have a wall mounted hand sanitiser dispenser. All classrooms with sinks will have soap dispensers and paper towels. We have additional cleaning support so that areas of high use can be cleaned through the day. The school will continue to be cleaned thoroughly each day. Every year group will have a familiarisation day so that the new procedures can be explained to them. Additional signs highlighting the need to maintain distancing, hand and respiratory hygiene will be prominent around the site.

COVID symptoms

If you or your child are displaying symptoms of COVID-19 we will expect your child to remain at home and follow the government advice regarding isolating.

If a child develops COVID-19 symptoms during the day we will isolate them and ask the parents to make arrangements to collect them immediately. We expect any child with symptoms to be tested and the results shared with the school as soon as is possible and prior to returning. In the case of a positive test we will contact the local health protection team and follow their advice.

Local lockdown

In the case of a local lockdown, having to close a bubble or a second spike we will revert to remote learning for those children affected.

Phones

We fully appreciate the need for pupils to have phones. However, we do not expect phones to be used inside the school building unless a teacher has given specific instructions for them to do so in order to enhance their learning. We will follow the school phone policy and if phones are used inappropriately in the school building, students can expect to have their phones confiscated. This also applies to earphones.

Visitors coming onto site

Parents and carers will not be permitted to come onto the school site unless you have an appointment with a member of staff.

Familiarisation Days

Due to the range of changes to the school site we will bring each year group in for a familiarisation day. There will be a series of workshops to support their reintegration back into school. We will also be running a programme of support through lessons, period 6 and worship as they have had such a long time off.

Year 7	1 st September and 4 th September
Year 8 and 9	2 nd September
Year 10 and 11	3 rd September
Year 12 and 13	4 th September

Pupils are expected to be in full school uniform and arrive by 8.30am. They will be met at the gate and directed to the areas that they should be in. Please could pupils bring in a pack lunch on these days. We will have packed lunches available for pupils who receive free school meals

The school will open fully to all year groups on 7th September. From this point all pupils are expected to attend every day.

We appreciate that this is a great deal to digest. Please let us assure you that we have been very thorough in our risk assessment for opening the school which has been shared with the Trust and school governors. We have endeavoured to make the site as safe as possible whilst still meeting the expectation to open fully and offer a full curriculum to all pupils.

Thank you for all you support over the last 4 months. We hope that you all have a peaceful summer and we are very much looking forward to welcoming your children back in September.



Matt Lillie

Head of School



Stephen Carey

Executive Headteacher