

10 June 2020

Dear families

Partial re-opening of the school for Y10 and Y12

As you will be aware, the Government has now asked secondary schools to begin to partially re-open to students in Years 10 and 12. Their guidelines and expectations have been subject to change, even over this past weekend in terms of the number of students that we can invite into school at any one time. This caused some delay for us as we have had to re-think our initial plans.

What we believe we now have is a plan that will help to support students with a blend of pastoral meetings and academic tutorials, to work alongside remote learning, which remains the predominant form of learning until we are able to have more students in school.

We are restricted to having no more than 25% of our students from Years 10 and 12 in school on any one day. Therefore, what we have prepared for is a programme of face to face tutorials in school that with students coming in on rotation. This will begin W/B 22 June.

In preparation for this, we would like to take the opportunity to engage with families to discuss each student's wellbeing and progress with schoolwork thus far.

We will therefore be organising remote form tutor consultation meetings on **Tuesday 16 and Wednesday 17 June** between 10:30am and 1:30pm. These consultations can be **booked using the Parents Evening Booking System** that you will be familiar with. Bookings can be made in the usual way and will **open at 10am on Friday 10 June 2020**. The system now incorporates a video and audio call feature which will allow us to have a live consultation meeting remotely.

Instructions and guidelines on these remote meetings can be found in the document attached. We very much hope that you will be able to take up this opportunity and would request that you read the instructions prior to your consultation meeting.

Overview of our year 10 and year 12 face-to-face provision

Students will be invited in for some face-to-face tutorials with teachers from **w/c 22nd June**. On these days, teachers will be able to:

- Check-in on student's mental health and well-being
- Ascertain how they have been coping with remote learning
- Provide an opportunity to bring in the work completed at home but not submitted online

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- Provide staff an opportunity to fully explain their next steps in learning
- Check-in any other requirements to support remote learning for example if students need exercise books or printed resources
- Provide an opportunity for any essential (practical) activities that can take place safely but only if deemed essential prior to the summer break.

Overview of the on-site face-to-face timetable:

W/B 15 June		W/B 22 June		W/B 29 June		W/B 6 July		W/B 13 July	
M	Staff Meetings 3 groups - main hall	M	Y10 (G1) Core	M	Y10 (G3) Core	M	Y10 (G2) Core	M	Y12 (G2) Opt
Tu	Pastoral meetings (with Y10 & Y12 tutors)	Tu	Y10 (G1) Opt	Tu	Y10 (G3) Opt	Tu	Y10 (G2) Opt	Tu	Y12 (G2) Opt
W		W	Y12 (G1) Opt	W	Y12 (G2) Opt	W	Y12 (G1) Opt	W	Y12 (G1) Opt
Th		Th	Y10 (G2) Core	Th	Y10 (G1) Core	Th	Y10 (G3) Core	Th	
F		F	Y10 (G2) Opt	F	Y10 (G1) Opt	F	Y10 (G3) Opt	F	
Ongoing staff rota and provision for: Children of keyworkers and vulnerable children (years 7-12) and targeted intervention students Y10 and Y12									

In summary:

Year 10

Core subjects (English, mathematics and science)

- Each student in year 10 will have 2 days in school focusing on their core subjects) having dedicated face-to-face tutorials with specialist teachers in each of those subjects.
- To maintain social distancing, the whole year group will be divided into 3 groups called Group 1, Group 2 and Group 3 indicated in the table above by their colour and G1-G3). Each group will contain approximately 60 students. Each of these groups will then be sub divided into bubbles of no more than 10 students each.
- Students will be notified **tomorrow** which group they are in and which bubble.
- They will stay in the same bubble for all the days that they are in school having their 2 face-to-face days on their core subjects which are:

- Group 1 – 1st core day on Monday 22 June and 2nd core day on Thursday 2 July
- Group 2 – 1st core day on Thursday 25 June and 2nd core day on Monday 6 July
- Group 3 – 1st core day on Monday 29 June and 2nd core day on Thursday 9 July

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Year 10

Option subjects

- In addition to the days in school focusing on their core subjects, each year 10 student will also have an additional 2 days in school having face-to-face tutorials with the teachers of each of their option subjects.
- As with the core subjects, students will be grouped into the same 3 groups (Group 1, Group 2 and Group 3) with the 60 students in school.
- They will then rotate around their 4 options subjects for tutorials with their subject specialists.
 - Group 1 – Option subject days Tuesday 23 June and on Friday 3 July
 - Group 2 – Option subject days Friday 26 June and on Tuesday 7 July
 - Group 3 – Option subject days Tuesday 30 June and on Friday 10 July

Year 12

- Each student in year 12 will have three days in school, having face-to-face tutorials with their specialist subject teachers.
- The year group will be divided into 2 groups of approximately 40 students in each group and students will be notified tomorrow which group they are in.

Group 1 - Wednesday 24th June, Wednesday 8th July and Wednesday 15th July.

Group 2 – Wednesday 1st July, Monday 13th July and Tuesday 14th July

Where possible students will be having sessions with their own subject teacher but where this is not possible, sessions will at least be with a subject specialist. As we are not able to have staff in two places at once, there will be some interruption to the remote learning on days when staff are in school working with students but this will be communicated via the satchel:one platform.

Students will be expected to arrive from approximately 9am with a staggered entry and will be leaving between 1.50 and 2.25 pm on a staggered exit depending on which group they are in. We will begin to send out exact timings for your child from tomorrow. Beginning with Year 10 Group 1 who will be coming in first on Monday 22 June.

This timetable of tutorials is bespoke to the current situation and has deliberately been designed to minimise movement around the school and the number of people that everyone comes into contact with. Attached to this communication is a copy of our draft **risk assessment** and we will send you a further communication next week, that outlines all of the measures that we have taken in order to minimise the spread of Coronavirus in line with government guidance. We would like you to spend some time talking through this with your child prior to them coming into school in order to support us in keeping everyone as safe as possible.

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Measures we have taken include:

- Ensuring students and staff will be sat at least 2m apart
- Ensuring all areas are clean and provide facilities for cleaning desks and hands regularly
- Where possible, imposing a one-way system for students to move around the school safely
- Restricting all tutorials to a maximum of 10 students
- Restricting the number of staff and students who are in school at any one time
- Clear signage around school to reinforce social distancing expectations, including our Covid Code (see below).



In addition to this we have taken the decision that students will **not be required to wear school uniform** and will be expected to wear clean clothes each day when they are in school, in line with government recommendations.

We will of course be relying on the students' cooperation and will expect them to follow the extra measures put in place to observe social distancing and preserve everyone's safety. Any breaches of this in school will result in students being sent home.

I understand that some of you will be concerned about public transport, which may impact on your ability to send your child in. We do ask some specific questions around transport in the survey below. You may find it useful to look at the governments' latest guidance on the use of public transport, which can be found here [GOV.UK \(COVID-10\) Safer Travel Guidance](https://www.gov.uk/government/guidance/safer-travel-guidance)

Finally, we would like you to complete one more **survey** that will help staff to finalise plans for the sessions described above and for us to address any questions that you may have. It will also help to confirm whether or not we will have sufficient numbers to be providing a catering service on site or if we have to ask you to provide a packed lunch. We appreciate that your time is valuable but do require a return from every family so that we can prepare accordingly. The deadline for completing the survey is Monday 15 June at 9am. Click here for the survey.

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Headteacher: Ms Jo Meloni BA (Hons) NPQH

If you have any further questions at this stage please use the survey on which to raise them.

We are very much looking forward to welcoming more students back into school.

Yours sincerely



Ms Jo Meloni
Headteacher

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