



28 August 2020

Dear Parents and Guardians

I very much hope you have been able to enjoy some of the lovely weather we have been having and that you feel that your sons and daughters are refreshed and looking forward to getting back to school and some more normal routines. You may remember we wrote two long letters to you in July and it may be helpful for you to refer back to them, you can find them on the website [here](#). So this letter is not even longer, I will avoid repeating things we have already covered.

We are very much looking forward to seeing all our pupils on 7th September. Our number one priority is to ensure that we provide a safe environment so that everyone can thrive and start to get back on track as quickly as possible. Can I confirm with you that we will be welcoming Year 9 pupils to their induction at 1045 on Monday 7th September. The induction will end at 1315 when the pupils should return home. They should report to the atrium on arrival. Attendance at this induction session is essential and no pupils will be able to attend lessons until they have completed the Health and Safety elements of the induction programme. The full timetable resumes on Tuesday 8th September and your child will receive their timetable during the induction session. A reminder of the timings of the school day can be found at the foot of this letter.

Before going into detailed arrangements I would like to share two pieces of good news with you. First, well before the pandemic struck we knew our class of 2020 were on track for excellent GCSE results, we took great care to ensure our centre assessed grades were an accurate reflection and so it was a great pleasure to share their excellent results with them on 20th August. Second, in order to do everything we can to help pupils who need help to catch up after the period of school closure we have expanded our team of teaching staff. We will send you specific details of catch up plans once we have got back to school.

How we will support wellbeing

I think it is uncontroversial to say that we have all responded to the pandemic in different ways at different times and there have been highs and lows. Please do not hesitate to let us know if you have any information that would be helpful for us to support your child. We believe that one of the ways to secure wellbeing is to make school feel as much like normal as possible while abiding by the necessary regulations. We have also reviewed and revised our Personal Health and Social Education programme and the early modules will have a focus on wellbeing. We have extended form period every day to give more time to focus on the pastoral support we offer and we will continue to employ our school counsellor two days a week.



Arrangements for break and lunch

We will no longer be able to accept cash in school and the machines that pupils have used in past will be out of commission. Please can you make sure that you upload money onto your child's account online using the ParentPay system. If you cannot upload directly to ParentPay please contact our Finance Department on 01493 661406 and they will arrange for an alternative method. A number of pupils like to stop off in local shops on the way to school and this is unlikely to be practical as these shops practise social distancing so we would ask you to provide snacks from home if your child does not want to use school facilities. All Year 9 pupils will be able to purchase break and lunch snacks from the main hall which we have converted into an alternative dining room on a temporary basis. The full range of snack options will be available and the menu will be on the website. If your child wishes to have the main meal option this will need to be ordered in advance, further details to follow.

Arrangements for cleaning.

We have increased the size of our cleaning team and I pleased to let you know we have expanded the daytime cleaning team with two new colleagues. Our induction process will ensure that the pupils are fully aware of their role in supporting good hygiene in school.

Arrangements for using the library

Due to the Government requirements for pupils to remain in year group 'bubbles', there will be a timetabled year group rota system for the use of the LRC during break and lunchtimes. The LRC staff will continue to be assisted by our dedicated team of Librarians who will receive additional health and safety training for this. We intend to use social distancing as the protective measure for after school library usage.

Arrangements for after school clubs

We will offer a much reduced range of clubs in the early weeks of the autumn term but there will be opportunities for children to stay in school if they need to. In addition to the socially distanced library we will offer homework clubs and some year group based extra-curricular activities.

Arrangements to support excellent behaviour

I am sure that we can all agree that it is vitally important that no child disadvantages themselves by not adhering to the expectations of our community. It is particularly important that your child has the equipment they need for school. We will not be able to lend equipment so please check that your child has what they need and we recommend bag packing the night before. The site is closed to visitors so you will not be able to drop off forgotten items such as PE kit or cookery ingredients during the course of the day. Encourage your child to complete their homework as failure to complete homework leads to avoidable sanctions. We want all our pupils in lessons all the time so please ensure that your child arrives punctually to school and is presented properly. Please ensure that your child adheres to all our expectations relating to their personal presentation. Detentions are easy to avoid, however if your child is required to attend a detention it will be after school in their year group bubble.

The school calendar

This year we are not publishing a detailed school calendar in September as too many things are still in flux. However, the term dates are fixed and are very unlikely to be altered. We await guidance on how we manage parents' evenings and similar gatherings and once we have this information we will schedule the meetings.



Arrangements for visiting the school

We will not be able to receive any visitors in school without prior appointments and we will have as many meetings as possible remotely.

Parent Handbook

We will be sending you a print copy of the parent handbook very soon. This contains lots of useful information that you need and hopefully will answer most of your questions. An online version of the handbook can be found on the website [here](#).

How to get in touch with us

A list of key contacts and their email addresses can be found on the website [here](#). Email is probably the most efficient method of communication with teachers. We will send you letters by email and if the letter is time sensitive or very important we will send you a text to let you know about the letter. We aim to put all letters on our website in the parent letter section so if you need to refer back to some information you should find the information there. You will have access to Class Charts and this will keep you informed about your child's behaviour and any homework that has been set.

Inevitably there is a lot of information and lots of 'dos and don'ts' but our absolute priority is keeping your children and in turn you and the rest of your family safe. We will be in touch shortly with more information about how to get the best out of our school computer systems and also some more specific information about the how we will be supporting learning. Please look out for another letter from me next week when I will share with you our decision relating to wearing masks in school.

Yours sincerely

Alison Mobbs
Principal

Year 9 School Day

This new temporary school day is in response to the current Coronavirus pandemic and government guidelines and could be subject to change.

Monday, Tuesday, Thursday, Friday	
08:30 - 09:45	Period 1
09:45 - 10:00	Break
10:00 - 11:00	Period 2
11:00 - 12:00	Period 3
12:00 - 12:30	Lunch
12:30 - 13:00	Form time
13:00 - 14:00	Period 4
14:00 - 15:00	Period 5
15:00	Lessons end

Wednesday	
08:30 - 09:45	Period 1
09:45 - 10:00	Break
10:00 - 11:00	Period 2
11:00 - 12:00	Period 3
12:00 - 12:30	Lunch
12:30 - 13:00	Form time
13:00 - 14:00	Period 4
14:00	Lessons end