

2<sup>nd</sup> June 2020

Dear Parent/Guardian

**Re: Letter to Year 10 Parents - 15th June**

We are excited to press ahead with the partial reopening of school for Year 10 on 15<sup>th</sup> June to offer some face-to-face teaching to supplement remote learning. We have planned for the necessary social distancing and protective measures, to meet the government guidance, to be in place as the safety of our staff and students is our key priority. Below is an outline of these measures.

**Timetable**

Year 10 students will be taught in classes of 15 or less and will be in school one day per week. Students have been grouped into 'bubbles', based on their option choices, with each bubble being assigned a day. The reason for 'bubbles' is to reduce the risk of community transmission as in line with government guidance. The school day for each bubble will comprise 3 x one hour face-to-face lessons for each of your daughter's option subjects. Specialist teachers will deliver these lessons, although it might not be your daughter's class teacher. The lessons taught for a particular option subject will be the same across the week, irrespective of the teacher or time of the lesson. The plan for the core subjects is that they will be delivered as 'live' video lessons in the afternoons and will be mostly delivered by your daughter's teacher.

In summary

- For options – 1 hour face to face for each option per week delivered over on day ('bubble') and 3 remote over a fortnight = 5 lessons in total per fortnight
- For maths and English - 1 live video lessons of each per week and 4 remote lessons over a fortnight = 6 lessons a fortnight
- For science - 2 live video lessons + 7 remote lessons = 9 lessons a fortnight
- For MFL - 1 live video lesson per week and 3 remote lessons over a fortnight = 5 lessons Learning
- For students taking full course PE or dance, there is an additional face-to-face lesson to cover the theory aspect of the course.

**Your daughter will be emailed a personal timetable next week, which will indicate which bubble she is in, the time and venue of the lessons and which gate she should use to enter the site. Students are not permitted to swap bubbles or come on to school site at any other time, other than their bubble day. This is to meet the government guidelines to reduce community transmission.**

**Attendance**

The expectation is that your daughter will attend all their lessons unless they are clinically or extremely clinically vulnerable or living in a household where someone is being shielded. Please complete this attendance survey by **Wednesday 10<sup>th</sup> June at noon**.

[Year 10 Parent survey - Attendance at school June 2020](#)

We will call all parents who have identified their daughter as being clinically or extremely clinically vulnerable or living in a household where someone is being shielded to discuss provision. If your daughter is unwell or showing coronavirus symptoms, they should stay at home. Similarly, if anyone in your household is showing coronavirus symptoms your daughter must not come to school. If this is the case, please call the school absence line so that we are aware, can advise on seeking a test and follow the government guidance.

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

## Arriving and leaving

- **Uniform**

Students are not required to wear uniform, however, they must wear college appropriate clothing that is comfortable for learning. The reason is that clothes should be washed each time the student has been on site.

- **Transport**

We would encourage your son/daughter to walk or cycle to school if possible. If they need to be driven in, then we would request that you drop them off at Jubilee Avenue as no visitors are permitted on site.

- **Arriving and leaving**

On the students' timetable, they have been allocated a gate that they should use for their arrival. This is to support social distancing measures coming into school. However, students need to take responsibility for social distancing on their journey to and from school.

If students arrive earlier than the time their lesson is due to start they must wait in the nearest outside space to that classroom and wait to be called in by that teacher.

- **Break time 11.00-11.20**

- Students will be allocated an outside space near to their classroom after period 2
- Students need to bring own snacks and drinks as there are no catering facilities on site.
- We will be operating a one in one out system for toilets
- Toilets will be cleaned twice a day

## Lessons

Students will be reminded at the beginning of every lesson of the protective measures that they must observe to keep safe. Other points to note:

- Desks will be laid out in rows with one student per table and no more than 15 students in a class as per guidance.
- There will be anti-bacterial wipes in every classroom. Students will be asked to clean their desk before and after every lesson.
- Hand sanitisers will be around the school site.
- We have ordered Perspex screens for every teacher's desk.
- Students must bring their own stationary and course textbooks if required.
- The teacher will remind students about social distancing when coming in and leaving the classroom.
- Posters are on doors and in corridors to remind students at all times of protective measures.
- The teachers will remind students to wash their hands after the lesson.
- If a student is unwell, the teacher will send them to student support.
- The teacher will ensure good ventilation by leaving windows and doors open.
- Face masks and gloves are optional but if students choose to wear them they need to provide their own.

### **Student support**

Our student support team will be in school all day. Due to the nature of their role in dealing with students who are unwell, they will need to follow additional protective measures. These include wearing gloves, face masks, visors and aprons. Only one student will be allowed in student support at a time. The student support team will also be monitoring and following up daily attendance.

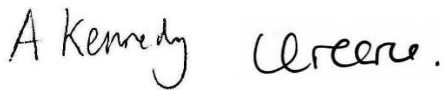
### **Visitors on site**

Visitors/parents are not permitted on the school site at any time unless invited by the Co-Headteachers.

We recognise there is a lot of information here for you to process and school life will be very different for all of us from the 15<sup>th</sup> June and so we will send a parent/student handbook the week beginning 8<sup>th</sup> June as a further reminder of procedures when school opens to students.

As a school community, we all need to do our best to adapt to this new way of working and ensure students can continue to engage in their learning. We appreciate there will some bumps along the way that we will need to resolve as and when we come across them. As ever, we really appreciate your support as we manage this difficult time and we remind ourselves that your daughters always rise to a challenge.

Yours sincerely



Anne Kennedy and Katie Pearce  
Co-Headteachers