



4 June 2020

## Updated plans for school provision from 15 June 2020

Dear Parents and Carers,

We hope your families are all keeping safe and well.

Further to my letter on 28 May 2020, I am writing to share the school's plans for wider opening for Year 10 and 12 students from 15 June 2020, and to confirm how school will continue to support our students in other years through to the end of the summer term.

We recently shared with all parents and carers guidance to support the safe use of 'video conferencing' to deliver lessons for students. Students have also received, through Class Charts, information of how video lessons will be organised and available for them through to the end of term. We expect this form of online learning to grow this term and compliment the ongoing Class Charts work being set on a daily basis for all students.

Onsite support for keyworker families and vulnerable students will continue each day. We encourage parents and carers to take advantage of this offer as work commitments change at home.

Although the following information relates to wider school opening plans for Year 10 and 12 students, I believe that it is important to share this with all parents and carers, as it is likely that these procedures will apply when further wider school opening begins for students in lower years.

As you will be aware, the government have asked secondary schools to plan for part time in school provision for Year 10 and 12 students in addition to remote learning prior to the end of the summer term. Our plans are written with these three key priorities in mind;

- 1) To keep students and staff safe by reducing virus related risks to a minimum.
- 2) To maximise the opportunities for face-to-face learning and supporting on-line learning, through a balanced curriculum that prioritises those students nearest to their external exams.
- 3) To minimise the number of students travelling to and from school together and at peak times.

We have carefully planned ways to minimise virus related risks in school. These are explained in the attached sheet, 'Minimising Risks of Covid-19 Virus Transmission.' As you can see, we have provided the detail of each health and safety action in the plan with the hope that this will help build the confidence of all involved to participate in wider school opening. We understand that for some families and students a return to school, even with these health and safety procedures in place, is a step too far at the moment. If Year 10 and 12 students do not attend school on their allocated day parents will not be penalised. Non-attendance will be marked as an authorised absence. We hope that these families over time can feel reassured that attendance at school would be as safe as possible for their children. Obviously the national situation in terms of the trend of new Covid-19 cases over the next few weeks will influence decision making.

### The plan for Year 10 and 12 students

Government guidance tells us that we must limit the number of students on site each day in order to keep everyone safe. We have also been asked to have Year 10 or 12 students on site on separate days to avoid mixing and the potential of transmission of the Covid-19 virus. To keep numbers on site within the government guidance we will be dividing Year 10 into 3 separate groups. From Monday 15 June 2020 these groups will be invited back into school on either Monday, Tuesday or Wednesday with lessons running from 9.00 a.m. to 2.45 p.m. Therefore, each Year 10 student will have one full day of face to face teaching from teachers each week through to the end of the summer term. Year 12 students will be invited into school on Thursday and Friday for full days depending on their A level courses. Year 12 students will be contacted directly by Mrs Burton, Head of Sixth Form, early next week to confirm when and where students should be in school.



All Year 10 students have been allocated a day to attend school. Please refer to the attached sheet 'Minimising Risks of Covid-19 Virus Transmission' which explains how we would like students to travel to school and the time that they should arrive. It is very important that before school and after school students do not gather together in large groups. If students have no other option than to catch a bus we recommend that they catch one of the two available DW buses. We do not recommend using public transport to travel to and from school.

We are advising that parents provide their child with a face mask to wear on the bus. Risk assessments have been completed with the DW bus company to ensure that seating arrangements meet social distancing guidelines. Students must sit in these seats for the whole journey and follow the instructions of the bus drivers to keep all children safe. Fares for the buses will be collected through 'Parent Pay' at the normal rate. The DW bus timetable can be found on the school website.

Providing students follow the guidance on the help sheet they will arrive to school on a staggered basis. Each student will then enter the building via the main school courtyard, sanitise their hands and then be guided into either a 'blue' or 'green' zone classroom, following strict social distancing rules and the clear one-way signage on floors and walls. If you are a parent of a Year 10 student you will find with your letter a slip attached which tells you which day your child should attend school and where your child's classroom is for the day. This classroom, and a specific seat in this classroom, will be the allocated space for your child each day they are in school.

Each classroom will accommodate 9 students, sat at individual desks with strict 2 metre spacing between them. Students will have 5x1hr lessons of English, mathematics, science, humanities and an option / language subject. They will also have a 15-minute mid-morning break and 30-minute lunch break. All students will be provided with individual equipment packs, paper, resources and worksheets on the day that they are in school. These will be placed on school desks ready for students each day. Students will be asked to remain in their classroom throughout the day, including break and lunchtime, with individual toilet breaks being managed throughout the day when needed. By operating this way we hope to ensure that risks are kept to an absolute minimum for students and staff whilst we slowly ease out of national lockdown. Students should bring their own packed lunch and drink on the day that they are on school site. There will be no catering provision on site at this point, as we aim to restrict movement and reduce risk. Students entitled to free school meals will already have received a voucher from school to provide a packed lunch from home. These procedures will be under constant review each week. Students are expected to wear their full school uniform for the day that they will be in school. If there are any issues with this, please contact the school prior to your child attending school.

We understand that some students may require additional support during the day that they are on site. Some may be emotional, anxious and be suffering with mental health issues. Staff will be on site in readiness to offer help and advice and to listen to students if they want to talk and share concerns or anxieties.

If your child does not attend on the day allocated you will receive a text message in the usual way from school. As noted earlier, non-attendance will be noted as authorised absence, however it would be greatly appreciated if you use the following coding in your reply to help school record the attendance for each day accurately for the government.

**I** – Illness    **M** - Medical appointment    **S** – Self isolating, they or someone in the household has symptoms  
**V** – Shielding themselves or others in their household    **C** – choosing not to take up provision for another reason.

I appreciate the time that you have taken to read this letter. We continue to do our very best for our children, families and local communities in these challenging times. If you have any questions about the information contained in the letter please do not hesitate to contact the school. If there are emerging common queries that we need to explain further we will continue to update you throughout next week via the school website, parent app and social media channels. Please rest assured that we have our students' and staff's safety and well-being at the heart of our work.

Yours sincerely,

Mr Andrew J Knowles  
Headteacher