

13 July 2020

Dear Parents / carers

Re: Year 11 students returning to school

We hope you and your family are all safe and well. We are very much looking forward to your child back to school in September as a Year 11 student. It has been lovely to see so many of our students in school and virtually in their tutor meetings. Staff and students we have spoken to have been very positive about these sessions.

The leadership of the year team remains the same, with Ms Hutchinson and Mrs Edwards at the helm, ably supported by Mrs Graham, Miss Miller and Mr Buckingham. Mr Carter will continue overseeing this final year of KS4. We hope the consistency of the team will allow you and your child to feel supported in what have been unprecedented times. There are lots of ways we are planning to support our students, both academically and pastorally, which we will share in greater detail in September.

Our guiding principles for this return to school for all students are:

- a) to provide the best teaching experience when students return and ensure expectations of behaviour for learning remain high
- b) to continue to provide high quality professional development
- c) for staff to have a dedicated teaching space where possible
- d) for staff to have a demarcated and respected personal space within the classroom
- e) that relationships between students and staff are important and we will continue to nurture this
- f) to operate social distancing for all staff
- g) to continue to support staff well-being
- h) to grow from our experiences and use the skills we have developed to enhance our progress, particularly with blended learning
- i) for students to feel well supported in terms of their well-being
- j) to target resources to support our vulnerable students who have missed learning and are underachieving
- k) to offer our broad and balanced curriculum with some adaptations to meet need
- l) to minimise contact and maintain distance through implementing strict movement controls for students
- m) to keep year groups separate, particularly during unstructured time through zoning 'social areas'
- n) to work with our community to help the recovery plan see success
- o) to operate safe hygiene practices for all throughout the building and the school day
- p) to reduce flow throughout the school by staggering start and finish times for students
- q) to minimise queuing for break, lunch and toilets

In this letter, we aim to give you a sense of how the school will operate in order to be safe for everyone. We are in the process of compiling a parents' handbook which will give you full details regarding the measures that will be in place. In the meantime, please find below the information you will need in order to prepare your child for returning to school.

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Headteacher
Mrs M Marr



National Teaching School
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- All of Year 11 will return on **Friday 4 September**. This is to allow for two days of full staff training in the first week, and to give the whole of the new Year 7 and 12, and selected Year 11, the opportunity to experience school.
- Start and finish times will vary by year, in order to maintain separation between year groups, as per government guidelines. **Year 11 will start every day at 9.00am and will finish at 3.10pm.**
- Different year groups will also enter and leave the school by different entrances for the same reason. Year 11 will always use the **PE gate entrance**.
- Students should wear full uniform, in line with our usual expectations.
- Students need to ensure that they have all the equipment they will need with them, as teachers will not be able to hand out equipment, such as pens. As a school we will, in the first instance, provide a pencil case with the basic equipment of pen, pencil, eraser and ruler, for every student. Please ensure that you child has a suitable school bag for all items that he/she will need to bring to school.
- Students should also bring enough to drink, tissues and, if possible, personal hand sanitiser, with them for the day. Students will sanitise their hands at the beginning and end of every lesson. They will wash them, as per guidelines, every time they use the toilets. Please note that for hygiene reasons, water fountains will not be accessible upon our return.
- Lunch will be at different times, and in different areas for each year group. For Year 11 there will be a break in the morning at 10.45am and lunch will be at 12.40pm. Please be aware that there will be a very limited snack option for purchase at break. Students will also have separately designated areas of the building/site for break and lunch.
- There will be a tutor period for all Year 11 students lesson 1 on Friday 4 September, where they will learn about all of the new systems and can reconnect with their tutor and tutor group.
- Lessons will begin following this tutor period, with the aim of maintaining our usual broad and balanced curriculum.
- In order to allow the full curriculum to be delivered, arrangements for more controlled and staggered movement around the school will be in place.
- Our enhanced site cleaning regime will continue. The toilets are cleaned frequently and monitored to ensure a constant supply of soap. Hand driers are available, but paper towels are supplied where not, and bins are emptied regularly. Inspections of the site take place at regular intervals. Day cleaners frequently clean toilet/hygiene areas and will also focus on door handles, push pads and pull handles. A reporting system is in place if additional areas need cleaning.
- The PE department have designed a lesson model that will halve the number of students using the changing facilities at any one time.



- Complying with safe behaviours at all times will be vital, in order to keep all students and staff safe, and will be tied to our behaviour policy.

As previously stated, there is an expectation that all children will return to school, unless there are extreme health circumstances, as defined by government guidelines. Please consult the gov.uk website for further details. If you feel that your child falls into this category, please contact us as soon as possible on stcarters@caludoncastle.co.uk.

If you, or your child, are feeling particularly anxious about the return to school, and would benefit from talking to someone in advance of the start date, please contact the year team using stcarters@caludoncastle.co.uk.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M Marr'.

Mrs M Marr
Headteacher