

5th June 2020

Dear Parent/ Carer

### **Update to parents - including plans for Year 10 and Year 12**

I am writing to provide an update on the school's plans for wider opening and our teaching provision for all students going forwards this term. As I am sure you are aware secondary schools have been asked to prepare to offer some face-to-face learning for students in Year 10 and Year 12 from Monday 15<sup>th</sup> June 2020.

The Department for Education released guidance last week (updated yesterday) around this provision, which included the following:

- Schools should continue to offer critical worker/ vulnerable pupils in school supervision.
- Schools should provide some face-to-face support to supplement the remote education of year 10 and 12 pupils, with a clear expectation that remote education will continue to be the predominant form for these year groups.
- Schools must not exceed 25% of Year 10/12 cohort on site in total during any day (for SGHS this means a maximum of 60 students).
- Schools should continue to use their best endeavours to support all other pupils remaining at home using remote education and ensuring a high quality offer.
- Schools have the flexibility to implement face-to-face support for year 10 and year 12 pupils in the way that best suits their circumstances, including considerations around staff availability and workload. It is up to schools to decide how they want to use face-to-face support in the best interests of their pupils e.g. additional pastoral support, academic support, practical support, or a combination of these.
- There may be some pupils who would particularly benefit from more face-to-face support, such as disadvantaged pupils or pupils who have not been engaging in remote education. These pupils may attend more frequently than others, as long as schools ensure that only a quarter of the year 10 and 12 cohort are in school at any one time.

Over the last three weeks, including time prior to the guidance being released, we have spent considerable time as a staff, leadership group and local governing body considering the best way to begin wider reopening and offer some face-to-face contact with students, as safely as we can.

As a school we have been in a fortunate position, compared to many schools, in that we have a well embedded laptop and virtual learning environment which, complemented by the use of Microsoft teams, has enabled us to continue the timetable for all students in all year groups in a 'virtual' form.

We have therefore been very cognisant of the need to ensure our plans still allow this remote teaching to continue for years 7-9 and for the year 10 and 12 students outside of any face-to-face contact. In the information below you will find further details for each year group and then some details of the changes to our school site and arrangements to maximise student and staff safety.

### Children of critical workers/ vulnerable students

As we have throughout the school 'closure' period, we continue to offer supervision during the school day for children of critical workers and vulnerable children in any year group (those with Education Health Care Plans and/ or an allocated social worker). I realise that with the wider reopening of workplaces there may be some students who fall into this category and whose parent/ carers now need to access this provision. If so, please contact [sghs@sghs.org.uk](mailto:sghs@sghs.org.uk) and we will provide further information.

### Year 12 students

Students in Year 12 will continue to follow their timetable remotely for the majority of their time. However, from the w/b 15<sup>th</sup> June 2020 we are introducing some longer face-to-face afternoon seminar sessions (1pm- 3.30pm), as shown below, which back across the 12E option block where fewer students would normally have a timetabled lesson.

To ensure we stay below the maximum on-site daily capacity, students in each teaching group will be split into a smaller group with one half of the group attending one week and one half the next. Please note the following points:

- Students will be informed which half of the teaching group they are in by Wednesday 10<sup>th</sup> June so they know exactly which sessions they should attend.
- Students follow their remote timetables at all other times as usual, with the exception that no 12B lesson takes place Tuesday P4 in week A and B and this is replaced by the 12B lesson Wednesday P3 in week A and B.
- If possible, we are asking students to only be on the school site for their allocated afternoon sessions. However, we recognise that, due to transport issues for some students they will need to be on site for the whole day when they have an afternoon face-face to seminar. West Bank will be available as a socially distanced, supervised, space for these students where they will be able to complete their remote lessons until their afternoon session commences.
- The 12E Art group will have different arrangements for their Art lessons and face-to-face sessions with Mrs Scott. Students in this group will receive a letter detailing this on Monday.
- Students who study Music (12E), German (12A) and PE (12A) at Erymsted's will receive a separate communication outlining the arrangements for these subjects.

A Mon 1.00- 3.30pm	A Tues 1.00- 3.30pm	A Wed 1.00- 3.30pm	A Thurs 1.00- 3.30pm	B Mon 1.00- 3.30pm	B Tues 1.00- 3.30pm	B Wed 1.00- 3.30pm	B Thurs 1.00- 3.30pm
12D group 1	12A group 1	12B group 1	12C group 1	12D group 2	12A group 2	12B group 2	12C group 2

### Year 10 students

Students will continue to follow their remote timetable as they have been and we will be offering some additional face-to-face support as follows:

During the w/b 15<sup>th</sup> June we will be inviting targeted Year 10 students to come in for some face-to-face support. Ms Holdsworth/ Mrs Pickles will be contacting those students/ parents directly about this to go through the arrangements.

From the w/b 22<sup>nd</sup> June we will be calendaring some longer practical sessions in the subject areas which staff have identified as particularly needing face-to-face input this term. Students and parents will be contacted directly with arrangements if they are in one of these subject options.

From the w/b 22<sup>nd</sup> June we will be also be offering bookable face-to-face support sessions staffed by members of the pastoral team and English, Maths and Science staff. These will take place from 10am -12pm and will be open to booking for students in the relevant groups highlighted and to those students who staff have identified as needing additional face-to-face support.

Please note each of these sessions will be capped to ensure we don't exceed the maximum student number on site. These have been timed to take place during either RS lessons (students have completed the course) or PE lessons. Further details of how to book these sessions will be sent out to parents/ carers next week.

We would ask that, if possible, arrangements are made for students to just come onto site for the times of the session they are attending. However, we recognise for many students this may not be possible due to transport, so we will offer on each of these days full supervision outside the session time in the Library, where students can access their remote lessons.

<b>Week A Mon</b>	<b>Week A Tues</b>	<b>Week A Fri</b>	<b>Week B Mon</b>	<b>Week B Tues</b>	<b>Week B Fri</b>
10am-12pm	10am-12pm	10am-12pm	10am-12pm	10am-12pm	10am-12pm
10XY/ RS2 & 4	10XY/ RS1 & 3	10XYPE1,2 & 3	10XY/ RS2 & 4	10XY/ RS1 & 3	10XYPE1,2 & 3

### Year 7, 8 and 9 students

Students in these year groups (except those who are attending the above) will continue to follow their timetable remotely from home, with lessons taking place via Firefly and/ or Teams.

### Safety/ practical arrangements for students when coming to and whilst on school site.

A video going through the safety and entry/ exit procedures for students on the school site will be sent out to students and parents next week, all students who will be coming onto the school site must watch this prior to arriving. A brief summary of some of the key arrangements we have put into place are outlined below:

- \* No students (or any person) may come onto the school site if there have any symptom of coronavirus or if any member of their household is symptomatic. Information on symptoms, self-isolation and testing is available through <https://www.gov.uk/coronavirus>
- \* Social distancing (2m) **must be observed** at all times. Arrangements have been made to room layouts and entry/exit routes to ensure social distancing.
- \* Students will be directed to wash their hands as they come into school and at regular intervals during their time in school. Hand sanitisers are also accessible throughout the school corridors.
- \* A one-way system is in operation around the school (see attached) and this is clearly indicated by markings on the floor.
- \* Students requiring first aid/ medical treatment should go to M3, which will be our temporary medical room. They should not go to Student Services.
- \* All rooms, which will be used by students, have had a deep clean and all used spaces will be given a full clean at the end of each session. Additionally, we have an ongoing cleaning protocol whereby higher risk areas, e.g. toilets, hand-rails etc, are cleaned frequently during the day.
- \* During a session, students will stay in their allocated seat. Students must not share equipment and any equipment provided by school, e.g. during a practical activity, will be thoroughly disinfected before and after use.
- \* For students who are present at a break/ lunchtime they will eat their food either in their room base or at the allocated outdoor area for their room (the supervising member of staff will inform them of where this is). Please note we will be asking students to bring a packed lunch, if they are in school all day, as we do not currently have our catering facilities running. Students who receive Free School Meals and who are on-site will be provided with a packed lunch by school.

This only provides a brief outline of the full school arrangements so please do watch the video next week which will cover some other likely questions about arrangements and safety.

One additional area which is causing concern nationally is that, sadly, some people have not followed the national advice and requirements around social distancing and gatherings outside of their own households, and that this in turn could then put others at risk. Whilst I am sure our students and their households have followed this guidance I must remind everyone of the importance of this and not to put our school community at risk by sending your child in if this is not the case.

## Summary

Apologies for the length of this communication but I felt it was important to provide some more information at this time to parents. Clearly, because of the success of the remote timetable and therefore the importance of maintaining the quality of provision for all our students, our model has had to be somewhat more complex than many other schools. We will be sending out further communications to Year 10 and 12 parents next week.

I do realise that we will have a number of our school community who are somewhat nervous about the wider reopening of schools. I want to reassure you that our priority at all times is the safety of our school community and our plans for re-opening have included a full risk assessment, which has been closely scrutinised by the local governing body and the Trustees at NSAT and this will be continually reviewed as we move forward.

I have had some parents contacting me asking if attendance for students in the eligible year groups will be compulsory. In response, I would encourage students, wherever possible, to access the face-to-face provision we are offering them. However, those in extremely vulnerable groups, e.g. those shielding, must clearly not attend and for those who live in households with vulnerable people or are vulnerable themselves a case by case decision must be made by parents (the guidance link above provides some documents that may help with these decisions).

Ultimately, as always, we want to work closely with our parents and carers in the best interests of each of our students and we will respect your individual decisions at this time. However, if you want to talk through any of your concerns or individual circumstances the staff, including myself, are always willing to make time to discuss further.

I hope you have an enjoyable, relaxing and safe weekend and thank you for your ongoing support.

Best wishes



Mr Mark Turner  
Head of Academy