

11th June 2020

Dear Parents/Carers and Students

Information for Year 12 Parents/Carers and Students re Face-to-Face Provision

We are very much looking forward to welcoming our Year 12 students back for some face-to-face contact and I am writing to provide further information about this. Students should have received a communication informing them of which half group they are in and hence which days they should attend the afternoon seminar sessions, together with details of which rooms the sessions will be held in.

Arrival onto site/ movement around site

Please can I remind students and parents/carers that students **must not** come into school if they are displaying any symptoms of Coronavirus.

We are aware that it may be challenging for students to follow the normal Post 16 Dress Code at the moment; perhaps having outgrown clothes and the recommendation that students change and wash the set of clothes they have worn at school when they get home each day. Therefore, we are temporarily suspending the Post 16 Dress Code but ask that students wear sensible and appropriate clothing for a school environment.

We would ask, where possible, students only come onto the school site for their allocated seminar sessions and they should aim to arrive 5-15 minutes before their sessions to allow time for entry onto site and hand washing before the session starts.

Students should follow the 2m distancing rule **at all times** and follow the one-way system, which is clearly indicated, around the school. Student entry into school will be supervised by staff and they will be directed through the toilets in Café Quad for hand washing. Hand sanitiser stations are positioned throughout the school for students to use.

For students who need to be on site for the morning, e.g. those who need to use school transport, we have set up West Bank as a socially distanced study space where students can complete their remote learning timetable. This will be supervised by staff from the Post 16 Team. If students will need to access this provision please can parents/carers inform us at sghs@sghs.org.uk so we know who to expect.

During lessons

The teaching staff for your seminars will be in the classroom and inform students which seat to go to. Students should bring their laptops for their lessons and writing equipment, including an exercise book/ folder if these are usually used for lessons. Students must not share equipment with each other. In subjects where students are completing practical work, individual equipment will be provided and the supervising staff will give students information at the start of the session about the arrangements in that subject for Covid safe working.

End of lessons/ leaving the school site

At the end of the session students will be dismissed one at a time by the member of the staff to allow social distancing during exit from the school. If students are catching school transport they will be asked to wait in the car park until their bus arrives, this will be supervised by senior staff.



Fire evacuation

In the event of a fire, the one-way systems ceases to operate and students are asked to leave as quickly as possible and assemble on the field. We have had to amend our evacuation procedures as students will not be registered in tutor groups. At the start of each session, the supervising staff will inform the students of the fire assembly point letter that they should meet at. In the event of evacuation all students should assemble 2m apart at the corresponding letter point on the field and a member of staff will check all students are present.

First aid/ student illness on site

If a student requires first aid or becomes ill during the day they should go to M3 (not Student Services) where a member of the first aid team will see them.

Absence/ students not able to attend school

We recognise that there will be some students who cannot attend due to personal or household vulnerabilities. We would ask that if this is the case then parents/carers send a short e-mail to sghs@sghs.org.uk informing us that the student will not be attending the face-to-face sessions at present.

If students are unwell/ unable to attend on the day of a session we would ask parents/carers to follow the normal absence procedure in contacting school. We will be running the normal safeguarding system of contacting parents/carers if a student is due to be in school for a session and we have not had contact informing us of absence.

School Transport

Students who normally travel on the local authority school transport should still be able to access this. However, some local authorities are running a booking system for this and transport must be booked in advance. Details are below of North Yorkshire's booking site for this, if you travel from another local authority using their school transport (i.e. not public services) please contact Ms J Busfield (busfieldj@sghs.org.uk) who will help with liaison with the relevant provider.

North Yorkshire School Transport booking site: https://www.northyorks.gov.uk/schools-and-childrens-services-during-coronavirus-covid-19?utm_campaign=1420316_UPDATED%20CYP%20Coronavirus%20update%20-%2027%2F5%2F2020&utm_medium=email&utm_source=North%20Yorks%20County%20Council&dm_i=4BPJ,UFX8,4W,D4PO,3PK98,1#transport

I hope this provides some further details that you may need regarding the Year 12 face-to-face provision and we look forward to seeing our Year 12 students over the next few weeks. Please do not hesitate to contact Mr Blythe, Learning Director Post 16 blythem@sghs.org.uk or Mr Hoyle, Assistant Headteacher, hoylej@sghs.org.uk if you need further support or information.

Kind regards



Mr Mark Turner
Head of Academy

