

5 June 2020

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Principal: Ms Siobhan Hearne

Dear Parents and Carers

Wider Re-opening of the College: Year 10 and 12 Face to Face Support

Firstly, I apologise for the length of this letter! There is quite a lot of detail included within it that I need to share with you at this time. Therefore, I would be grateful if you read it through carefully and I thank you in advance for your patience.

As you are aware, the government has indicated that it would now like schools to offer some face to face support to Year 10 and 12 students in order to supplement their remote learning.

Since they made this announcement, we have been waiting for clarification from the government about whether face to face support means onsite support; what the percentage of students who it is deemed safe to have on site at any one time actually is; and what the position is in terms of using a rota system. This further guidance was published yesterday.

Therefore, taking all of this into account and considering how we can support our students and staff in the safest way, we would like to set out our proposal to you.

Year 10 Provision

- We would like to plan to initially offer each Year 10 student two days onsite this term;
- We are aiming for these days to be week commencing 22 June and week commencing 6 July;
- We envisage that the onsite provision on both days will include a mentoring session so that we can evaluate the progress that students have made over Term 5 and a session each of English, Maths and Science;
- When students attend their first session, we will also provide them with a set of revision guides for Maths, English, Science, MFL and History or Geography. These revision guides will supplement the Home Learning programme. As we move forward, teachers will, on occasions, set activities to complete from them.

Students are **invited** to attend these sessions. Attendance is **not compulsory** and parents and carers will not be penalised should they choose not to send their child to school. However, we would **strongly encourage attendance**. It is likely that the current arrangements for education will remain for some time, including beyond September, where we expect that we will be offering a 'blended' approach to education that is a mix of Home Learning and onsite learning.

Therefore, the sessions this term will provide Year 10 students with an opportunity to experience what school may be like moving forwards and it will also enable teachers to evaluate their progress and modify the Home Learning programme accordingly.

Year 12 Provision

- From 22 June, students will initially be offered a one-hour online session each week, with each subject teacher, using Microsoft Teams. This will be based on the needs of each group and may take the form of direct teaching, a group discussion or a question and answer session.
- Year 12 onsite provision will be limited. This is because it is very difficult for us to staff onsite provision, along with Year 10. In addition to this, due to timetabling restrictions, it is extremely difficult to limit the contact with others that our students and staff would have if Year 12 students were to have an individual subject based experience. Students would need to attend on multiple days, which may overlap with those of Year 10, and this increases the risk of community transmission – a risk that we are not currently prepared to take.
- We do plan to initially offer Year 12 at least one extended onsite session so that we can evaluate the progress that they have made over Term 5 and offer them some onsite support with their UCAS application process. The date for this will be confirmed.

Next Steps

All of these plans are subject to a number of conditions:

- Ensuring that we have all of the health and safety requirements in place;
- Continuing to monitor the national and, more importantly, the local situation;
- Ensuring that we have sufficient staffing. We would ask you to remember that like others in the community, we have staff who fall into vulnerable categories and are shielding; staff who are self-isolating; and like our students, we need to ensure that we limit the amount of other people that staff come into contact with.
- Ensuring that we have fully trained our staff;
- Ensuring that we have fully briefed our students, parents and carers.

In addition to this, if we feel that we have the capacity to, and we deem it safe to, extend this provision, we will do so. But we have to take small, careful steps at this time.

The above is currently our initial proposals and we recognise that you will require more concrete details. The details will include such things as dates, schedules, timetables, uniform expectations, eating arrangements and health and safety arrangements.

We ask that you please do not worry about these at this stage. We promise that they will be provided and ask for your patience whilst we undertake this planning and prepare this information for you. Our plan is to provide these details by Friday 12 June so that you can then plan accordingly.

However, before we can finalise our plans, we do need some information from you.

What do you need to do as parents and carers?

For parents and carers of students in Years 10: We urgently need to know whether you wish your child to attend the two sessions that we are offering. Please note that we do need this confirmation from any parents and carers of students who are attending our Childcare Provision as well as we need confirmation as to whether you are happy for your child to be integrated more widely with others in the community.

We would ask that you email the College as follows:



Subject: Year 10 Face to Face Support

Email Text: As the parent or carer of [STUDENT FULL NAME] I would like him/her to attend the two face to face sessions.

Or

As the parent or carer of [STUDENT FULL NAME] I would not like him/her to attend the face to face sessions.

At this stage, we do not need any further information. However, if we are to be ready in time, we do need this information by **Tuesday 9 June**.

For parents and carers of students in Years 12: We urgently need to know whether you would wish your child to attend a mentoring and UCAS support session. We would ask that you email the College as follows:

To: Jane Hemmington: jhemmington@latimer.org.uk

Subject: Year 12 Face to Face Support

Email Text: As the parent or carer of [STUDENT FULL NAME] I would like him/her to attend a mentoring and UCAS support session.

Or

As the parent or carer of [STUDENT FULL NAME] I would not like him/her to attend a mentoring and UCAS support session.

At this stage, we do not need any further information. However, if we are to be ready in time, we do need this information by **Tuesday 9 June**.

I would be grateful if you could ensure that you meet the deadlines above as this will greatly help with our planning. In the meantime, we would like to take this opportunity to thank you for all that you are doing at home. We appreciate that these are difficult times and our thoughts are with you all.

Please take care and we will update you as soon as we can.

Yours sincerely

Ms. S. Heame

Ms Siobhan Hearne
Principal