

16 July 2020

Dear Parents and Carers

### September Restart Plans

Firstly, I would like to take this opportunity to once again thank you for all of your support, not just in the recent months, but over the course of this academic year. It is hard to believe that the academic year is about to end.

I would also like to thank you for your patience whilst we have undertaken the planning for our September restart, when we are very much looking forward to all of our current students returning and to welcoming our new Year 7. We are now in a position to share our plans with you.

Our number one priority has been to consider how we can bring our students and staff back safely. We would like to reassure you that we have followed all of the government guidance and have put plans in place to do everything that it is reasonably practicable to do to minimise any risk and to make the College Covid-secure.

### Our Key Principles

The key principles through which we will achieve a safe return are:

- By putting in place a system of controls to support prevention;
- By minimising the number of contacts that a student has during the College day by creating year group only zones;
- By minimising the number of contacts that a student has during the College day by creating year group only tutor groups;
- By having a protocol in order to respond to any infection.

### Key Information for Students and Parents and Carers

In order to support you and your child to have a full understanding of the plans and the relevant systems that will be in place to achieve them, we have put together a number of documents for you:

- We have a [Risk Assessment](#), which is a live document that will be under constant review. This can be viewed on our website.
- Health and Safety Briefing for Parents and Carers
- Ready to Learn Information Pack for Parents and Carers
- Sixth Form Handbook

There is a lot of information contained within these documents and so we would ask that you take the time to read them through carefully. We would also ask that you discuss them with your child.

## Schedule for Student Return

We want to ensure that we do all that we can to make staff, students and their parents and carers reassured about the return to school. We need to get this right!

Therefore, we are going to have a staged and cautious re-opening, that has health and safety at its forefront. Whilst we appreciate that students have been out of school for some time, we want to ensure that their return is done in such a way that we have time to induct them into what will be a very different way of school life – but most importantly, it will be school!

We also want to ensure that our operational plans on paper actually work in practice and provide time to iron out any issues.

This means that we will not have all year groups in full attendance until Tuesday 8 September.

Firstly, we are adding in an additional staff Training Day:

Monday 31 August	Bank Holiday
Tuesday 1 September	Published Training Day
Wednesday 2 September	Additional Training Day

Following this, year groups will return in a phased way as follows:

<b>Thursday 3 September</b>	
Year 7	Attend all day from 8.30am – 2.50pm
Year 8	Not in attendance
Year 9	Not in attendance
Year 10	Not in attendance
Year 11	Not in attendance
Year 12	Arrive at 9.30am Only attend Lessons 2 and 3 for an Induction Programme Depart at 11.50am
Year 13	Arrive at 1.00pm Only attend Lessons 4 and 5 for an Induction Programme Depart at 3.00pm
<b>Friday 4 September</b>	
Year 7	Attend all day from 8.30am – 2.50pm
Year 8	Attend all day from 8.30am – 2.50pm
Year 9	Not in attendance
Year 10	Not in attendance
Year 11	Attend all day from 8.30am – 3.05pm
Year 12	Attend all day from 8.30am – 3.00pm
Year 13	Attend all day from 8.30am – 3.00pm
<b>Monday 7 September</b>	
Year 7	Attend all day from 8.30am – 2.50pm
Year 8	Not in attendance
Year 9	Attend all day from 8.30am – 3.00pm
Year 10	Attend all day from 8.30am – 3.00pm
Year 11	Not in attendance
Year 12	Attend all day from 8.30am – 3.00pm
Year 13	Attend all day from 8.30am – 3.00pm
<b>Tuesday 8 September</b>	
All year groups	Normal lessons all day

We do hope that all of the information that we have provided will help you and your child prepare for the new academic year. Should there be any further government updates over the summer break, we will of course update you in due course.

In the meantime, we hope that you and your family enjoy a restful summer break.

We very much look forward to seeing you all in September.

Yours sincerely

*Ms. S. Hearne*

**Ms S Hearne**  
**Principal**