



Tuesday 12<sup>th</sup> January 2021

Dear Parents,

I am writing to provide details of our staggered return to school from next Sunday 17<sup>th</sup> January.

We are especially pleased at the prospect of welcoming students from Years 7, 8 and 9 into school and in order to ensure that they are fully aware of all the new procedures inside the building, there will be a 'staggered start' to the new term for Secondary students.

- All families must have completed the medical form which can be found [here](#).
- All students over the age of 12 must present evidence of a recent negative Covid test at the school gate on their first day of return. These will be checked upon entry to the school grounds.
- A new 'tag' will be issued which will be attached to the school bag. This tag must be kept on the bag and shown on every subsequent school day. (Please leave the old tag on the student's bag for the first day of return - this proves you have filled in your medical form).

Attendance days for each year group in the first week are as follows:

- On Sunday 17<sup>th</sup> January only students from Years 8, 9 and 13 should attend school.
- On Monday 18<sup>th</sup> January only students from Year 7 and 13 should attend school.
- On Tuesday 19<sup>th</sup> January only students from Years 10, 11, 12 and 13 should attend school.
- On Wednesday 20<sup>th</sup> January all students should attend school except students in Year 10.
- On Thursday 21<sup>st</sup> January all students should attend school except students in Year 12.

From Sunday 24<sup>th</sup> January

- Year 7 will attend school every day except Sunday
- Year 8 will attend school every day except Monday
- Year 9 will attend school every day except Tuesday
- Year 10 will attend school every day except Wednesday
- Year 12 will attend school every day except Thursday
- Year 11 and 13 will attend school every day

On days when students are not in school, lessons will continue online. Please note that we are working towards having all students back in school for the full week. This of course needs to be done safely, ensuring that we remain compliant to all the current regulations.

The Virtual School Experience remains an option for all our families, however we do ask that if students return to school they return permanently and attend school every day. It is important for our teachers to know exactly who will be in their classroom and who will be online so that they can plan their lessons accordingly.



Please note following points carefully:

- Students must bring all of their own stationery. Teachers will not be able to share school stationery.
- Students must also bring their own food and two full water bottles.
- Social distancing is observed in all classrooms and where there are too many students for the class to be safe, overflow rooms will be used
- Students in all year groups are therefore encouraged to bring their own laptop and headphones into school.

Details of the car parks for drop off and the different gates which students should enter the school grounds by have been published previously and can be found [here](#). Staff will be on hand throughout the return to school period to assist students as they enter and exit the building.

Finally, please be reminded that all the usual safety provisions remain in place. Students must wear a mask, wash their hands regularly and socially distance at all times. Families should be reminded to take responsibility for their own health and the health of others at this time – if they feel unwell in any way, they should make this known to their parents or to their teachers if they are in school. Students should not attend school at all if they have a cough, sore throat, fever, a high temperature, shortness of breath or a runny nose.

Yours sincerely,

**Chris Lowe**

Head of Secondary