

8 June 2020

Dear Parent/Guardian and Student

Further Information Regarding School Reopening on Monday 15 June for Year 10 and 12

I hope you are all staying safe and well and have enjoyed the recent period of pleasant weather. I have been thrilled by the amount and quality of work produced from #TeamMaidenErlegh.

Following on from the announcements made over the past few weeks regarding wider school opening, I am now in a position to update you on our plans from Monday 15 June. In my letter on 20 May I outlined the plans we had in place based on the limited information secondary schools had received about the 'face to face' provision announced by the Prime Minister. The further clarity received during half term has meant that instead of half year groups being taught in Year 10 and all of Year 12 being in at one time, we now can only have a maximum of 25% of each year group on site on any one day. As a result, staff at the school have been working around the clock to prepare the site, lessons and plans to enable this return and I want to take this opportunity to thank them for their dedication and professionalism.

I must again stress that any decision to open is subject to us being able to do so safely and when our risk assessments have been approved by the required organisations. Whilst we are working towards opening on 15 June and our plans make us ready to do so, we must remember that we are in an ever changing situation and this date could be changed.

The plans for each year group are as follows:

Year 10 Provision

- Students will be split into four groups.
- Each group will be assigned a day – Monday, Tuesday, Thursday or Friday and will only be permitted to attend school on that day.
- The school day will be 9.30am-2pm during which students will have 4 lessons and a 30 minute lunch.
- There will be a 2 week timetable for the rest of the summer term – Week 1 will be Science and Maths, Week 2 will be English and a Humanity (Geography or History). These will be taught by a subject specialist which may not be their normal class teacher.
- Larger venues e.g. the hall, sports hall and the gym will be used to help provide social distancing arrangements (with a maximum of 30 students in each venue).
- As a result of keeping them in the same group each day we are attempting to keep their 'social bubble' small.
- Similar to exam entrances, Year 10 students will be allocated a place to line up, with clear markings on the floor to maintain social distancing.
- Work will still be provided via the Google Classroom and they will be expected to complete this, in addition to this time in school. This face to face programme is designed to support the online learning.
- Students will receive a 10 minute break in the middle of each two hour session where they will remain in their seats.
- For lunch, students will need to bring a packed lunch and will be expected to sit and eat these outside on marked out spaces to maintain social distancing. (If inclement weather occurs, students will eat their lunch at their desk).
- If a student is not in school then the presentations/materials used will be uploaded to the Year 10 Google Classroom, but the lessons will not be recorded or videoed.

Year 12 Provision

- Year 12 students will be taught in options via a 2 week timetable.
- Each 2 hour session will run from 11am-1pm.
- Students should only come into school for the sessions they are timetabled to attend.
- Each subject will have a 2 hour lesson per fortnight.
- The session will be taught by a subject specialist and wherever possible, their class teacher.
- Work will still be provided via the Google Classroom and they will be expected to complete this, in addition to this time in school. This face to face programme is designed to support the online learning.
- There will be no access to the sixth form centre, study areas or common room.

Generic Guidance for Year 10 & 12

- By agreeing to send your child into school you are accepting that they MUST follow the addendum to our behaviour, first aid, attendance and child protection policies which can be found here: <https://www.maidenerleghschool.co.uk/page/?title=Key+Policies&pid=14&action=saved> (Please take the time to read these addendums).
- Student and staff temperatures will be taken daily.
- Use of toilet facilities will happen on a one in, one out basis.
- They will need to bring their own water for consumption in school to ensure there is no cross-contamination at the water fountains, which will not be in use.
- Students should bring their full set of tools for learning as none will be given out. This includes paper.
- Free School Meal vouchers will continue as normal via the EdenRed system.
- Students should not wait around after their session and should not arrive more than 10 minutes early for a session.
- Social distancing is compulsory at all times – both when moving around site and when in lessons.
- Frequent reminders will be given about hygiene and there will be posters reminding students in all classrooms, entrances and exits, etc.
- Students will receive a safety briefing at the start of their first session in school.
- Summer uniform will be expected to be worn for identification and safeguarding purposes (for clarification this is a shirt, with no tie and the top button undone and students are not required to wear a blazer), all other uniform expectations will be in place. Year 12 will be expected to wear their lanyard.
- There will be Teaching Assistants allocated to groups where students require additional support.

Information that may be of use is as follows:

Headteacher: Mr P Gibson

Senior Deputy Headteacher: Mrs A Morgan

Designated Safeguarding Lead & SENCO: Mrs S Bendall.

There will be a first aider on site at all times.

We have created the following survey for you to complete which we have updated from the last one in light of the changes announced. ALL PARENTS/GUARDIANS MUST COMPLETE THIS SURVEY as we will only allocate timetables to those who respond stating that they are sending their child in. Failure to complete this will result in us assuming you will not be sending your child to school:

<https://www.surveymonkey.co.uk/r/QDHNRW9>

I must apologise for asking you to complete this again but it is essential that we know who to expect. We are then able to create timetables, 'bubbles' and staff accordingly to ensure that we can make the site as safe as possible.

Please note, if you initially decide not to send your child into school it can be changed but we will need to have at least two working days' notice of your intention.

The survey will close at 5pm on Wednesday and timetables will be allocated and sent out, to those who have replied stating they are sending their child in, by Friday morning for the week commencing Monday 15 June.

I am aware of the challenging decision you are facing, as a parent of primary school aged children myself I have had to do the same. We have worked on the site, configured rooms and trained staff to ensure that the wellbeing of everyone in our community is at the very core of our processes.

If you have any questions, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'P Gibson', with a stylized flourish at the end.

Mr P Gibson
Headteacher