**4 June 2020**

**Year 10 Face to Face Support**

Dear Parent/Carer

Firstly, I hope that you and your families are keeping well and are managing to cope with the challenges that we have faced over the past couple of months. As mentioned in updates we have been planning face to face support for Year 10 students since the Prime Minister’s announcement on 10th May and following further guidance received last week we are now able to publish our plans.

The focus of our provision will be to provide face to face support for remote learning which is in line with guidance from government; we will also use the sessions as an opportunity to check in on the wellbeing of our students and offer any wider support that may be needed.

The details in this letter will hopefully provide you with all the information you need about what the support will look like, but more importantly how we will keep your child safe when they are in school. The attached document details your child’s individual timetable

**When will my child have their first face to face session?**

* The first possible date is 15th June. We will only start on this date if local Public Health and central government agree that it is safe to do so. We will confirm 15th June as the start date on Thursday 11th June.
* Each student has an individual timetable which states the days and times that your child is in school.

**How often will my child be in school?**

* Your child will attend school for 3 sessions every fortnight.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Session 1 | Session 2 | Session 3 |
|  | English, Maths & Science | Option A & Option B | Option C & Option D |
| Total Time | 2 hours 15 minutes | 1 hour 30 minutes | 1 hour 30 minutes |

* There will be two student groups in each day. Group 1 will start at 09.30 and Group 2 will start at 12.30.

**Why have we chosen to organise the sessions in this way?**

* A maximum of 25% of Year students will be in school on any given day, but by splitting the sessions we can ensure that social mixing on the way to and from school is minimised as well as maintaining safe social distancing and hygiene routines in school.
* This organisation allows us to ensure that your child has face to face support with a specialist from each of their subjects to aid their remote learning during each 2-week work cycle.
* Organising provision this way allows us to keep numbers to a safe minimum at any given time.

**How should my child get to and from school?**

* Government guidance states that where possible students should walk or ride their bike to school. Alternatively, students can be dropped off by car.
* **Where possible students should avoid using public transport to and from school. Please contact Mr Crowe,** [**simon.crowe@ntlp.org.uk**](mailto:simon.crowe@ntlp.org.uk) **, if your child has no alternative to using public transport so that we can discuss arrangements.**
* Please remind your child about the importance of social distancing and being aware of other members of our community on their way to and from school.

**What does my child do when they arrive at school?**

* All provision for Year 10 will take place in the Arts block. **Students should not enter the main building or any other area of the site.**
* Your child has a specific arrival time during a 20 minute window so that we effectively maintain social distancing. Please ensure that they arrive on the school site as close as they can to this time.
* Bikes should be stored in the bike racks.
* Your child should not wait for friends as they arrive.
* Your child’s timetable explains which access door they need to use into the Arts block.
* Each access point will have 2 metre queue markers and students should stand behind these until they are invited into the building.
* Students will enter individually and wash their hands before making their way to their seat in their designated classroom.

**What will the sessions involve?**

* Students will have 45 minutes for each subject during which time there will be some retrieval work as well as explanations of the work required in the current cycle. There will also be an opportunity for students to ask questions about their work.

**How will my child be kept safe?**

* Staggered arrival and departure times will help us to maintain social distancing on site.
* There will be 3 different access points to the Arts block so that we can keep the different groups separate as they arrive and leave school.
* Two separate sessions in a day means that we can reduce the opportunity for social mixing to and from school and we can also avoid the need for break and lunchtimes on site.
* Group sizes will be no larger than 7 with tables set out a safe distance from one another.
* Rooms are thoroughly cleaned at the end of each session.
* Doors are wedged open to avoid touching surfaces.
* Students are required to wash their hands when arriving in school and if they use the toilet during the session. Students should also wash their hands as they leave.
* Floor and wall signage provides reminders of the necessity to socially distance and maintain good hygiene as well as reminders of Covid 19 symptoms.
* If a student develops symptoms whilst in school, they will be taken to a safe space and parents will be contacted.

**What happens when my child finishes their session?**

* Individuals will be dismissed one at a time from each group and there will be staggered departures.
* Students are expected to leave the school site immediately and not wait for friends either in school or outside of school.

**What are the expectations for my child in school?**

* Our Behaviour Policy has been updated to take Covid 19 into account. This document, detailing our expectations of your child in school, is enclosed and can be found on our website. The following points should be noted:
  + Students do not need to wear school uniform, but should dress appropriately.
  + The rules of mobile phones remain the same.
  + Students should bring 2 pens and a pencil to school.

**What if my child or someone in their household has symptoms?**

* Your child should not attend school and should follow the government regulations on self-isolation.
* The household should arrange to be tested.
* Only once a negative test result has been received for all members of the household can your child return to school.
* If an individual in the household tests positive, then everyone should follow the 14-day self-isolation regulations.
* As the government test and trace system develops, anyone contacted by the test and trace team should follow the self-isolation regulations.
* **Please contact the school if anyone in your household develops symptoms. Information will be treated with absolute confidentially.**

These details are intended to provide you with the information you need around the provision that we have planned, but more importantly I hope that they give you the confidence that your child’s safety and that of our staff is our number one priority.  Please do share all this information with your child so they know what to expect.

Finally, we will have pastoral staff including a Learning Mentor on site every day to offer support and advice for any students who may be struggling for any reason.

Please do get in touch if you have any specific concerns about your own circumstances or if you would like any further information on the provision for Year 10 that is likely to begin on 15th June. In the meantime, we look forward to welcoming your child back to school, albeit it in unusual circumstances.

Best wishes



Jonathan Heath

Headteacher