

21st August 2020

Dear Parents/Carers

As you know, it is the government's plan that all children and young people, in all year groups, will return to school full time from the beginning of the autumn term.

The prevalence of coronavirus (COVID-19) has decreased since schools and colleges restricted their opening to most pupils in March, the NHS Test and Trace system is up and running and more is understood about the measures that need to be in place to create safer environments in schools. As a result, the government has asked schools to plan for all pupils to return from the start of the new academic year.

Further to my letter in July, I am now pleased to be able to give you some further detail relating to the start of term next month. After such a long period out of school, it is going to take more time than usual to bring pupils back into school as we need to brief all year groups fully on the many new systems and processes in place. We also need time to welcome our new Year 7 for their first day in school. Apologies for the length of this letter - there's a lot of information to share!

Firstly – starting dates and times for each year group:

Tuesday 1 st September	Training day for staff; school closed to pupils		
Wednesday 2 nd September	Year 7 only	Pupils should arrive through the main gates from 9:45am for a 10:00am start.	2:35pm finish
Thursday 3 rd September	Year 7	10:00am start. Arrive at 9:55am through main gates. Enter via front doors.	2:35pm finish
	Year 8	10:45am start. Arrive at 10:40am through DT gates. Enter via DT doors.	2:40pm finish
	Year 11	11:00am start. Arrive at 10:55am through main gates. Enter via front doors.	2:45pm finish
Friday 4 th September	Year 7	10:00am start. Arrive at 9:55am through main gates. Enter via front doors.	2:35pm finish
	Year 8	11:45am start. Arrive at 11:40am through DT gates. Enter via DT doors.	2:40pm finish
	Year 9	10:45am start. Arrive at 10:40am through main gates. Enter via front doors.	2:40pm finish
	Year 10	11:00am start. Arrive at 10:55am through DT gates. Enter via DT doors.	2:45pm finish
	Year 11	11:45am start. Arrive at 11:40am through main gates. Enter via front doors.	2:45pm finish

From Monday 7th September, start and finish times will be as shown below until further notice:

	Start	Finish
Year 7	8:40am	2:35pm
Year 8	9:00am	2:40pm
Year 9	9:00am	2:40pm
Year 10	8:50am	2:45pm
Year 11	8:50am	2:45pm

Pupils should arrive 5 minutes before their start time

PLEASE NOTE – there will be **NO ACCESS TO THE CAR PARK AT ALL** for drop off or pick up of pupils other than for those with additional needs who will be issued a dashboard pass in September. **All parents dropping off and/or picking up children MUST do so well away from the school gates** as there is the potential for significant traffic congestion. Please be considerate of local residents and avoid blocking driveways or parking spaces.

On arrival

As each year group arrives for the first time this term, there will be numerous staff on hand to guide them in the right direction. On arrival at school, all pupils will be expected to use the hand sanitiser provided before they enter the building. Each year group will have a designated entrance and exit route and pupils will be fully briefed on this.

In the first week back, pupils will be directed to the correct room on arrival – after this they will be expected to make their way immediately to Lesson 1 at the start of each day via their designated entrance.

In lessons

All classrooms will be set up in line with DfE guidance to reduce the risk of transmission of Covid-19. Desks will face forwards or, where this is not possible, will be separated by a clear screen. As teachers will work with different groups, there will be a 2 metre exclusion zone between staff and pupils (except during transitory passing in corridors). Pupils will be expected to use hand sanitiser on entry to each lesson and will use the wipes provided to go over their own desk space before use.

Break time

The school day has been restructured to ensure that each year group has break and lunchtime separately. At a designated point during lesson 2, each year group will have a 15 minute break where pupils will have the opportunity to buy snacks from the canteen (toast, bacon barmes, cheese on toast, crumpets etc.), go to the toilet and then return to their lesson via the one-way system. Pupils will be required to clean their hands as they return.

Buying food

To avoid repeated touching of biometric sensors at the cashless tills, all pupils will be issued with a card for purchasing from the canteen; **they will need to keep this safe**. Parents are advised to add money to pupil accounts via ParentPay rather than sending children in with cash. Pupils in receipt of free school meals will have their account credited before lunch time each day but not before break time.

Between lessons

All pupils will move from lesson to lesson via our new one-way system and every pupil has their part to play in reducing risk at these points in the day. They must move **SILENTLY** to their next lesson via the most direct route possible within the new system. Controlled movement is vital if we are to enable all pupils to access their full curriculum; any pupils who choose not to comply with our expectations will be dealt with immediately to ensure the safety of everyone.

Lunch time

At a designated time during Lesson 4, each year group will have a 25 minute lunch time. All pupils will go to the canteen where they can purchase from a revised menu (see below) or eat a packed lunch. They will be

expected to vacate the canteen within 15 minutes and go outside for some fresh air before returning to their lesson via the one-way system.

Until further notice, there will be no hot dinners served at lunchtime but there will be a wide range of choices available including paninis, sandwiches, pasta (with a variety of toppings), burgers (beef, chicken, quorn) etc. and a range of drinks.

Please note that the water fountains are currently out of use and all pupils should bring a bottle of water with them each day.

Leaving school

Pupils will leave school at their designated time via the routes indicated within the building which have been designed to reduce contact. Pupils need to make their way straight home and should not congregate in groups.

Using public transport

It is recommended that pupils avoid or minimise the use of public transport. If they do use it they should maintain a 1m+ social distance. It is the law to wear a face-covering on public transport. If possible, pupils should walk or cycle (wearing a cycle helmet). Cycle racks are available outside the front doors, pupils must provide their own lock.

Uniform

All pupils must attend in full school uniform, there can be no exceptions. Full details of our uniform are available on our website at www.hydehighschool.uk. Please be aware that some items sold in the 'school uniform' section of stores do not comply with our guidance; if in doubt, please get in touch with us.

Blazers are compulsory for Year 7 pupils and optional for all other year groups until September 2021 when they become compulsory for all pupils.

In a newsletter last term, I mentioned that there is now a new version of our PE kit available at all our stockists. The old style PE kit is perfectly acceptable until you need to replace it because your child has grown. On their first day in school, your child will be given a copy of their timetable and **until further notice, on days when they have PE, they should wear their PE kit to school for the day** as we will not, initially, be making use of the PE changing rooms. This should include joggers and a PE hoodie if your child has one or any plain black sweatshirt if they don't. This clothing may have a small logo or brand but no large lettering or branding will be permitted.

Equipment

It is vital that all pupils bring their own essential basic equipment and ALL pupils will need a pencil case and a sturdy bag to carry their equipment and books.

Essential Equipment This MUST be brought in EVERY day.		Preferred Equipment Recommended to minimise sharing of equipment but not essential.
From home: Black pen/s Pencil Ruler Rubber Pack of tissues	To be issued by school: Planner Reading book (Yr 7 to 9) Red pen Green pen Purple pen Dry wipe pen (for mini whiteboards)	From home: Scientific calculator Glue stick Pencil sharpener Pencil crayons Small bottle of hand sanitiser

Face masks

Public Health England does not recommend the use of face coverings in schools because misuse may inadvertently increase the risk of transmission. We are keeping this under review.

Pupils who use public transport and so need to use face coverings, are advised to bring a fresh mask for their return journey.

Attendance

Government guidance states that:

“It is vital that children and young people return to school - for their educational progress, for their wellbeing, and for their wider development. School and college attendance will again be mandatory from the beginning of the new academic year. For parents and carers of children of compulsory school age, this means that the legal duty on you as a parent to send your child to school regularly will apply.

A small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves, or because they are a close contact of someone who has coronavirus (COVID-19). If your child is unable to attend school or college for this reason, you should talk to your school immediately.”

Our attendance systems will therefore be fully operational from the start of term.

How everyone can help make school as safe as possible

We have completed a full health and safety risk assessment as part of our planning for the autumn term and the return of all pupils; this has been reviewed and approved by governors and the Local Authority's Health and Safety Team. As part of this, there are certain approaches that the government has asked schools and colleges to implement which are essential to reduce health risks. Parents and carers can support this by:

- **ensuring that anyone who has coronavirus (COVID-19) symptoms, or has someone in their household who does, does not attend school - this means if your child, or someone in your household, has symptoms you should not send them to school.**
- engaging with the NHS Test and Trace process so that cases can be identified and action taken - this means if your child develops symptoms, you should arrange for them to get a test as soon as possible and you should inform school of the results of that test.

Alongside this, the government is asking schools and colleges to ensure they are:

- managing any confirmed case of coronavirus (COVID-19) in the school, in line with current public health guidance - this means your child may be asked to self-isolate for 14 days (based on advice from our local health protection teams) if they have been in close, face-to-face contact with someone who has tested positive for the virus;
- ensuring everyone in school cleans their hands more often than usual, including when they arrive at school, when they return from breaks, and before and after eating - this can be done with soap and running water or hand sanitiser;
- ensuring good respiratory hygiene, by promoting the 'catch it, bin it, kill it' approach;
- enhanced cleaning, including cleaning frequently touched surfaces more often;
- minimising contact and maintaining distance, as far as possible.

It will be really important that parents help us to implement these approaches by following the advice set out here and wider public health advice and guidance.

Clearly school will look and feel a little different when term starts, but we will support all our students as they return to ensure that they are soon comfortable and confident with new procedures. We fully understand that some pupils may be a little anxious that they did not complete as much of the work set last

term as they might have done, but September is a fresh start for everyone and good routines will soon be re-established. If you have any concerns about your child's return to school, please contact us next week via help@hydehighschool.uk

Thank you so much for your patience and support over the last few months. We are very much looking forward to welcoming all our pupils back to school and getting on with the core business of learning.

Yours sincerely,

ARadcliffe .

Mrs A Radcliffe
Headteacher

A handwritten signature in black ink, appearing to read 'Colin Foster', with a stylized flourish at the end.

Colin Foster
Chair of Governors