



MDB/LMD 14<sup>th</sup> July 2020

Dear Parents/Carers and Students

### **Year 12 into Year 13 – New Routines September**

It has been an unusual and challenging term and I have been incredibly impressed with the resilience and determination the Year 12 students have shown. Their Olavian characteristics, which we so often celebrate, have shone through. As we approach the end of term, I want to share with you some plans for September, with the understanding things may be reviewed and adapted over the summer, depending on the national picture.

The Government released guidance for schools regarding re-opening and we have planned to do this in as safe a way as is possible with Government advice at the core.

Attendance will be **mandatory** for all students. Returning to school is vital for children's education and for their wellbeing. Time out of school is detrimental for children's cognitive and academic development. This impact can affect both current levels of learning and children's future ability to learn, and therefore we need to ensure all pupils can return to school.

Thursday 3<sup>rd</sup> and Friday 4<sup>th</sup> September will be used for remote Tutorials via Teams with form tutors. The appointments for these will be sent shortly. **Lessons will begin on Monday 7<sup>th</sup> September.** Please can you ensure your son/daughter brings any materials issued in Year 12 with them on this day as these will need to be returned ready for the new Year 12.

To allow for increased safety within school please be advised of the following:

- Year 13 are to arrive by 9:20 ready to start their first lesson at 9:30
- Their day will finish at 4pm
- Where possible, students should walk or cycle to school or be driven by a parent/carer
- If they use public transport, a face covering must be worn
- Face coverings, if removed, should be stored safely. Students must clean their hands after removing face coverings
- Year 13 will only need to be in school for lessons and supervised study periods. A study space will be available for those unable to leave the site. Please note that we will revert to our usual attendance policies at such point school returns to normal
- A new signing in app will be in use- further details will be provided in September
- They must enter the school site by the Park Avenue entrance
- Year 13 will be based in the Science block and the Pavilion. Some specialist rooms may be used but these will be cleaned thoroughly between year groups
- An outdoor space, toilets and a water fountain (for refilling bottles only) will be allocated to the year group
- The Common Room and Sixth Form Library will become teaching spaces and therefore will not be available to Year 13
- Students should avoid arriving early. When they arrive they **must** go directly to their Form Room (they will be advised of the location of this room during their tutorial)



- Hand sanitiser will be outside every classroom. Students will need to clean their hands when entering and leaving each classroom
- Lockers will not be available to students
- They should bring the equipment they require for the day in a bag which they will keep with them at all times
- Students should bring fully charged laptops/tablets/phones if they have these
- Students are encouraged to bring food from home however there will be a limited canteen service available where hot and cold food will be served at lunchtime
- Students will still be able to leave the site at lunchtime but must sign out and sign back in again
- Please note the Behaviour, Attendance, Before and After School Procedures and Rules and Regulations and Child Protection policies have all been amended considering the current circumstances and are available on the school website

The routines that have become familiar during the subject support sessions will remain, including enhanced hygiene measures. Students and their families must continue to follow Government guidance on COVID-19 symptoms and testing, and we remind you that students must not attend if they, or someone in their household, have symptoms. They must arrange to be tested and should not return until that test is negative.

We are aware that the last months will have been challenging for students. The Pastoral Team is ready to welcome students back to school and support them in their return to a normal routine. We are committed to supporting any student who needs our help. Any parents/carers who have concerns about students returning to school, particularly on medical grounds should contact Mr Haines, Mr Jewson or me so that we can work with you and offer reassurance as to the measures which are being put in place.

We are also aware some students have struggled to fully engage with their studies over this period and we will work hard to ensure they catch up as quickly as possible. I hope many will use the summer holiday to get themselves into a position where they are familiar with the content covered in all subject areas and are ready to embrace new learning. Teachers will be using low-stakes assessment to identify gaps in learning and re-sequencing planned content for September where necessary to ensure that all pupils have the solid base of knowledge and skills they will need to succeed in their courses of study.

I am looking forward to welcoming the new Year 13 back to school full time in September. In the meantime, if there are any questions, please contact Mr Haines, Mr Jewson or me. I wish you and your families a relaxing summer holiday.

Yours sincerely

Matthew Birtchnell  
Assistant Head, Director of Sixth Form