



9<sup>th</sup> June 2020  
irt/jc/year12returnstjohns

## YEAR 12 RETURN TO ST JOHN'S

Dear Parents and Carers

I am writing to confirm the arrangements for students in Y12 to return to school from next Monday. As you know the government has asked schools to invite no more than one quarter of Y12 in at a time. We have looked carefully at the academic, pastoral and health needs of students before devising a plan which will allow students in Y12 to have academic teaching and mentoring in all their subjects before the long summer break whilst we continue remote support.

Over the last two weeks the school site has changed considerably, and we have put in place a thorough series of measures to help ensure students are safe and social distancing whilst in school. Classes are a maximum size of 12 (although most are smaller) and students will not be able to mingle in their normal social areas. A clear one-way system is signposted throughout the school and hand sanitisation systems are available at over 70 locations. We will go over the new systems with students during their assembly at 1pm on Wednesday and again before they begin lessons next week. Any student not following these measures will be asked to leave the site and parents informed for the safety of everyone.

Students in Y12 will be invited into school for one day a week between 8.40 and 1pm. It is imperative that students do not arrive too early and, where possible they should wait outside until their lesson begins. Students will spend 2 hours in their first lesson, have break at 10.40 - 11:00am and then have two hours in their second lesson. In week one (June 15<sup>th</sup>) they will attend lessons in option blocks 1 and 3 as per the timetable, and in week two, lessons in blocks 2 and 4. Most students have three subjects and in the fourth block we will run private study incorporating mentoring from 6<sup>th</sup> form team, UCAS help and general support. This session is an important part of our offer and we would expect all students to attend.

The School Day will be as follows:

Lesson 1: – 08:40 – 10:40

BREAK: - 10:40 11:00

Lesson 2: - 11:00 – 13.00

With this letter I have included a master timetable showing the in-school timetable for each group together with an additional timetable for remote learning.



There are a number of important logistical points to note:

- There will be no access to food or drink (including water) in school so students must bring their own.
- Students should wear clothing that can be easily washed every day after school.
- On their first day back, students in Y12 should go straight to the Sports Hall so we can brief them as a group – this will be socially distanced and have no more than 55 students in attendance.
- If you are not able to send your son/daughter back to school, we will continue to support them remotely. However, it is important the school knows the reason and we will be asking you to let us know, as we must record this. Please use the absence line if you are not sending your children into school.
- Students should arrive at the allocated room in time for their first lesson and leave directly at 1pm and not gather in social areas. The common room will not be open.
- Students who catch a bus will meet in the Sports Hall at the end of the day where they will be allowed to wait safely before boarding their bus. Further information just relating to buses will be sent later this week.

### Safety Procedures

Schools have been asked to base safety practices on a hierarchy of measures:

- All students will sit at a specified, individual table.
- On entry to school, all students will be asked to wash their hands frequently. In addition, hand sanitisers are available in all teaching spaces. In line with government guidance, we are not carrying out routine daily temperature checks.
- The students will be taught safety rules and strong hygiene procedures as part of their work in school.
- The school will be spot cleaned during the day. There will be a thorough cleaning of the school at the end of each working day and an assessment that procedures are adequate and manageable on Friday 19<sup>th</sup> June. School will be closed on that day.
- Avoid contact with anyone with symptoms.
- Frequent hand cleaning and good respiratory hygiene practices (e.g. 'catch it, bin it, kill it').
- Regular cleaning.

### Equipment and Clothing

Students must only bring in and use their own personal equipment when in school. This includes bags, textbooks and stationery. The sharing of equipment will not be allowed.

In line with government guidance, masks are not required by children or adults though they can choose to wear one if they wish. Staff will not be expected to wear PPE unless they are dealing with a child who has become unwell during the school day or who has specific provision outlined in their Educational Health Care Plan.

Where part of personal care is concerned, parents just need to follow normal procedures relating to personal hygiene and the washing of clothes following a day in school. Please avoid sending your child to school in clothes that cannot be machine washed.

## Classes

The face-to-face sessions will be used by teachers to assess what work has been completed since students have been working remotely and to help prepare and support them for the next week of remote work. Specialist teachers will be providing subject face-to-face classes wherever possible. It may not be a student's usual subject teacher.

## Wellbeing

School will look and feel different to all students. Classrooms have been cleared as far as possible to allow for increased spacing. Students will be expected to adhere to new rules and procedures. These will restrict the movements and freedoms that are usually part of school life.

For the wellbeing of all students and staff please refer to the expectations below that I outlined recently:

- Clinically vulnerable children should stay at home.
- Children sharing a home with extremely clinically vulnerable people should stay at home.
- Children without the capacity to adhere to social distancing protocols should stay at home.
- Children must bring a coat/waterproof (the outdoors is a much safer place to gather and wait, it might rain!).
- Children have to hand wash and sanitise without question when told.
- Children must sanitise their work area without question when told.
- Children have to use tissues/bins appropriately.
- The school has adapted its usual behaviour policy towards a "no risk" situation where any student not behaving safely would have to be picked up by parents at very short notice.
- Parents would have to support whatever protocols are in place for the school drop off and pick up.
- Numbers planning is crucial for a school setting so it would be almost impossible to accommodate people who change their minds about attending.
- Any child exhibiting any sign of illness must stay at home and follow self-isolation guidelines (Covid symptoms are sufficiently varied in children to warrant this).
- Children who become ill whilst in school will have to be able to be sent home

## Covid related Illness

If your child becomes ill during the day, you will be contacted. You will be asked to collect your child as soon as possible and get your child tested for the virus. We have an isolating room for children who are showing virus symptoms. If tests prove positive, the rest of that learning group will be sent home and advised to self-isolate for 14 days.

## Communicating with School

Please use telephone or email as the main methods of communicating with school. Turning up at Reception can only be for urgent matters to enable us to manage the social distancing guidelines and we will expect all visitors to adopt the sanitisation and one-way protocols.

### Children not in School

Home learning is still continuing for all year groups and for all children who are staying at home.

The food voucher system is continuing for those students eligible for free school meals who are not attending school.

### Changes to plans

At this point in time, we are unaware of changes to the government's stance and so we've continued with our plans; we need to make sure we are prepared and that our parents are informed. However, should there be any change in position, we will let you know.

### Parental Information

The government has informed us that no parent will be fined if they keep their child away from school. You will have heard through the media that some parents are uncertain or worried about sending their children back to school. By providing information about our plans, we hope this will help parents to make informed decisions.

Please do not assume that your child can attend school as and when they wish. If they begin to attend as of next week, we will expect them to remain attending unless their personal circumstances change, and you must inform us of this.

I appreciate that there is a huge amount of information in this letter and I do hope it helps to reassure you as we move to the next phase. As ever, please let us know if you have anything specific you want us to be aware of. Please note too that we will be holding a TEAMS assembly on **Wednesday 10<sup>th</sup> June at 1.00pm** so that we can go through plans and share more about what the site is going to look like.

With Kind Regards



**Ian Tucker**  
Principal



**Nicky Edmondson**  
CEO Excalibur Academies Trust

Group A Monday			
12t Option 1 Wk 1 p1-2	12t Option 2 Wk 2 p1-2	12t Option 3 Wk1 p3-4	12t Option 4 Wk2 p3-4
Biology	Art & Design - Photography	Art	Art
G115	F215	F215	F215
Business	Chemistry	Biology	Art & Design - Photography
LO25	G122	G115	LO25
Double Maths	Double Maths	Classics	Biology
G184	G184	LO24	G115
English	English Li	Economics	Chemistry
LO27	LO27	LO25	G122
Geography	Geography	English	Comp Sci
G118	G119	LO27	F201
History		Forensic Investigation	English Li
G113		G122	LO27
Maths	Maths	History	Food & Nutrition
G125	G183	G183	F203
Med.Studs	Maths Studies	Physics	G113
G101	LO25	G182/	G183
Private Study	Med.Studs	Private Study	G184
G182	G101	Psychology	G126
Psychology	Philosophy	LO26	G182
LO26	LO24		
Sociology	Private Study	G182/S301	
G183	Psychology	LO26	

Group B Tuesday				
12t Option 1 Wk 1 1-2		12t Option 2	12t Option 3	12t Option 4
Biology		Art & Design - Photography	Art	Art
G115		F215	F215	F215
Business		Chemistry	Biology	Art & Design - Photography
LO25		G122	G115	LO25
Double Maths		Double Maths		Biology
G184		G184		G115
English		Drama		Chemistry
LO27		G148		G122
Geography		English Li	English	Comp Sci
G118		LO27	LO27	F201
History		Geography	Forensic Investigation	English Li
G113		G119	G122	LO27
Maths		Maths	History	Food & Nutrition
G125		G183	F215	F203
Music		G183	Physics	Geography
G140		LO25	G113	G118
Private Study		Maths Studies	Private Study	Government & Politics
G182/		G126	G182	G183
Psychology		Philosophy	Lo26	G184
LO26		Lo24	Psychology	G126
Sociology		Private Study	Lo26	Private Study
G183		G182		G183/S301
		LO26		

Group C Wednesday			
12t Option 1 Wk 1 p1-2	12t Option 2 Wk 2 p1-2	12t Option 3 Wk 1 p3-4	12t Option 4 Wk2 p3-4
Biology	Art & Design - Photography		Art
G115	F215		F215
Business	Chemistry	Biology	Art & Design - Photography
LO25	G122	G115	LO25
D&T:Res Mats	Double Maths	Classics	Biology
F209	G184	LO24	G115
Double Maths		Economics	Chemistry
G184		Lo25	G122
English	English Li	English	Comp Sci
LO27	LO27	LO27	F201
Geography	Geography	Forensic Investigation	English Li
G118	G119	G122	LO27
History	German	French	Food & Nutrition
G113	F208	F209	F203
Latin		History	Geography
LO24		G183	G118
Maths	Maths	Physics	Government & Politics
G125	G183	G113	G183
Med.Studs	Maths Studies	Private Study	Maths
G101	LO25	G182/	G184
Private Study	Med.Studs	Psychology	G126
G182	G101	LO26	G182
Psychology	Private Study	G182/S301	Private Study
LO26			Sports Science
Sociology	Psychology	LO26	Lo24
G183			
Spanish			
F203			

Group D Thursday				
12t Option 1		12t Option 2	12t Option 3	12t Option 4
Biology		Art & Design - Photography	Art	Art
G115		F215	F215	F215
Business		Chemistry	Biology	Art & Design - Photography
LO25		G122	G115	LO25
Double Maths		Double Maths	Classics	Biology
G184		G184	LO24	G115
English		English Li	Economics	Chemistry
LO27		LO27	Lo25	G122
Geography		Geography	English	Comp Sci
G118		G119	LO27	F201
History		Health & S	Forensic Investigation	English Li
G113		F211	G122	LO27
Maths		Maths	History	Food & Nutrition
G125		G183	G183	F203
Med.Studs		G183	Physics	Geography
G101		G183	G113	G118
Private Study		Med.Studs	Private Study	Government & Politics
G182		G101	G182/	G183
Psychology		Philosophy	Lo26	G184
LO26		Lo24	Psychology	G126
Sociology		Private Study	Lo26	Private Study
G183		G182/S301		G182
		LO26		

## Timetable for Remote Lessons from 15<sup>th</sup> June 2020

*In addition to the in-school timetable, below is a timetable for remote lessons. It is important to say not all teachers will use these slots but, to avoid clashes, these are the times your teachers could use for lessons in Teams. Please note that every Friday at 9am the whole year group either has a Social Studies session or an assembly. This is an important slot as it gives us an opportunity to meet remotely as a year group and we expect students to attend. The exception to this is when the session is tailored to a specific group of students, for example the Oxbridge session on 19<sup>th</sup> June.*

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9-10	Group A in school	Group B in school	Group C in school	Group D in school	Social Studies – all students
10-11					Option 4
11-12					Option 3
12-1					Option 2
2-3	Option 1	Option 2	Option 3	Option 4	Option 1