



Nether Stowe School

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15th July 2020

Dear parent or carer,

I hope this letter finds you well.

I am sure you were equally relieved to hear of the government's intention to have all pupils return to school in September. Whilst the guidance provided poses some logistical and organisational challenges, we have undertaken substantial planning and consultation to ensure the high-quality provision you would expect for the start of the new academic year.

As I am sure you will agree, now it is safe to do so, it is vital for all children to return to school to minimise, as far as possible, the longer-term impact of the pandemic on children's education, wellbeing and wider development.

Nevertheless, the guidance provided to schools has meant we have had to make some substantial and temporary changes to the routines, systems and organisation of the school, which are outlined in the detailed information below. I apologise for the depth and detail contained in the letter but hope you appreciate the need to convey this essential information before the commencement of the summer break.

Hygiene, Health and Safety

As you will hopefully be aware, any person showing signs of Covid-19 must strictly follow the government guideline and advice, which is available by clicking [here](#):

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website ([click here for information](#)) or ordered by telephone via NHS 119 for those without access to the internet.

Good hygiene routines remain the most effective way of limiting the spread of infection. For all pupils and staff attending school, specific protocols will be in place including:

- A requirement that people who are ill stay at home.
- Grouping children together and avoiding contact between groups
- Frequent cleaning of communal areas
- Social distancing where and when possible
- Where possible, classroom layouts have been amended to be forward-facing.
- Robust hand and respiratory hygiene. Sanitiser and anti-viral wipes will be available in all rooms.
- Regular sanitisation of equipment
- Full engagement with NHS test-and-trace protocols

Pupils will be expected to follow and fully participate in the hygiene measures we have implemented. This will include pupils being responsible for sanitising their work areas before and after use as well as sanitising specific equipment before and after use. For example, in an IT lesson, every pupil will be expected to wipe down the mouse and keyboard before use and once they have finished. Such measures allow us to run our full curriculum and support every student and member of staff in the school.

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Face-coverings

The following information about face coverings is taken from the Government guidance for the full opening of schools.

Public Health England does not (based on current evidence) recommend the use of face coverings in schools. They are not required in schools as pupils and staff are mixing in consistent groups, and because misuse may inadvertently increase the risk of transmission. There may also be negative effects on communication and, thus, education.

However, face coverings are required at all times on public transport for children over the age of 11. If a pupil uses a face covering on their way to school, there will be a specific protocol to be followed on arrival:

- Pupils must not touch the front of their face during use or when removing a face covering.
- They must wash or sanitise their hands immediately on arrival – as is the case with all pupils.
- Dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them and then clean their hands again before entering a classroom.

What happens if my child becomes ill with symptoms of Covid-19 whilst in school?

Your child will be kept isolated at the earliest possible opportunity and you will be informed to enable immediate collection.

Upon collection you should arrange for a test at the earliest opportunity and the school will engage fully with the NHS test and trace system and will follow Public Health England's advice.

Attendance

There has always been a clear link between good attendance and good progress in school.

In the current context, this is more important than ever before. In accordance with the government guidance, it is important for me to emphasise that, whilst we will provide support where needed, attendance is compulsory for all pupils and it is the parents' or carers' duty to ensure their child attends regularly.

Pupils who are self-isolating or following formal clinical shielding advice

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we will offer them access to remote education.

Where children are not able to attend school as parents or carers are following clinical and/or public health advice, absence will not be penalised.

Pupils and families who are anxious about returning to school

Whilst all other pupils must attend school, we will naturally bear in mind the concerns of pupils, parents and households who may be reluctant or anxious about returning and put the right support in place to address this.

This may include pupils who have themselves been shielding previously but have been advised that this is no longer necessary, those living in households where someone is clinically vulnerable, or those concerned about the comparatively increased risk from coronavirus (COVID-19), including those from Black, Asian and Minority Ethnic (BAME) backgrounds or who have certain conditions such as obesity and diabetes.

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Whilst I hope the information in this letter provides reassurance around the measures we are taking, please contact the relevant pastoral manager at the earliest opportunity if there is a specific issue or concern you would like to discuss.

Curriculum ‘bubbles’

One of the most significant measures for the school is the creation of curriculum ‘bubbles’, which allow pupils to be maintained in specific groups, limiting interaction with other ‘bubbles’ as much as possible.

We have organised pupils into year-group bubbles. Each year-group bubble will be allocated a set of ‘home-rooms’, effectively, an area of the school in which the vast majority of their lessons will take place.

For example, Year 11 pupils will predominantly be housed in the Maths block. All lessons, which do not require a specialist room, will take place within this area. Pupils will move between rooms where, for example, different ability setting is required but will still remain in the ‘home area’.

Where specialist room are required, for example, in DT, Art, Music, PE, IT or Science, these are not allocated to a specific year group and will be available for use as required in the timetable. However, specific cleaning protocols will be implemented in between use by different groups.

Importantly, pupil movement around the school site will be minimal and teachers will move to the pupils, rather than the traditional movement of pupils from room to room.

Curriculum content and catch-up

We are pleased to confirm that we have not removed any subject or lesson time from the curriculum. Pupils will continue to follow a broad and balanced curriculum in all year groups.

Heads of Department and subject leads have worked hard over recent weeks to adapt planning for September and to ensure that learning time is maximised to review and re-teach as well as focusing on essential teaching to build new knowledge, understanding and skills. No pupil will be disadvantaged, or sanctioned, as a result of work not completed during lockdown.

We are awaiting specific guidance and information from the government with regards to the allocation and use of catch-up funding. Detailed information will be provided in September to outline our programme of support for all pupils and especially for those scheduled to sit formal, external, exams in 2021.

Pupil arrival at school

The arrival at school will need to be slightly staggered to allow us to manage pupils effectively and to minimise potential mixing between different bubbles. The table below sets out the arrangements:

Year	Arrival Time	Arrival Route
Pupils arriving by public bus		Pupil should report via reception and then to the school hall, where pupils will be seated in year group sections
7	08:30	Via main pupil entrance and report to tutor room
8	08:40	Via main pupil entrance and report to tutor room
9	08:40	Via Hall door entrance and report to tutor room
10	08:50	Via main pupil entrance and report to tutor room
11	08:50	Maths block and report to tutor room
Sixth Form	08:30	Access to Common Room from 08:30. Report to tutor room at 08:40

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Please note, pupils will not be allowed into the school building before the allocated times above. It is important that pupils are not congregating outside school before the start of school and I would ask that, where possible, you support us by ensuring your child only reports to school for the allotted time

End of School

To facilitate the smooth end to the school day, and to provide a distinct gap between different bubbles, leaving site, the end to the school day will be slightly staggered as follows:

KS3	Dismissed at 14:50
KS4 and Sixth Form	Dismissed at 15:00

Any KS3 pupils who wish to remain for extra-curricular provision will be required to wait in the classroom until the dismissal of KS4 pupils.

Pupils serving late or red-card detentions will do so at the end of the day for 15mins.

Pastoral System and Tutor Groups

As a result of the need to create year-group bubbles, we have temporarily suspended the vertical tutoring system.

Pupils, however, will remain in their allocated College and, therefore, will have the same Head of College and Pastoral Head. For example, if your child was in Beacon last academic year, they will remain in the Beacon tutor group in their year-group. Accordingly, we have also had to re-allocate tutors to facilitate this change. The new tutors will be confirmed with pupils in September.

The tutor bases will be within located within the Year-group 'home-area'. Full details of rooms and tutors will be provided to pupils upon their return. The re-arrangement of tutor-groups is as follows:

Year	Tutor Groups
Year 7	Beacon 1, Chase 1, Trent 1, Wall 1
Year 8	Beacon 2, Chase 2, Trent 2, Wall 2
Year 9	Beacon 3, Chase 3, Trent 3, Wall 3
Year 10	Beacon 4, Chase 4, Trent 4, Wall 4
Year 11	Beacon 5, Chase 5, Trent 4., Wall 5
Sixth Form	Beacon 6. Chase 6., Trent 6, Wall 6

Breaktimes and Lunchtimes

Each year group bubble will have a separate break and lunchtime. For example, when Year 7 are on their lunch break, all other year groups will be in lessons. There will be 15mins break in the morning and 30 min lunchtime.

As lessons will be continuing for all other year groups, pupils on lunch will be restricted to specific areas of the school, namely the canteen, hall, main toilets and playground.

We are working with our catering provider to ensure appropriate menus and availability. The provision will be a grab-and-go package, although we aim to consistently provide hot food as part of this service.

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Equipment

It will be essential for us to significantly restrict and limit the amount of shared resources and equipment. Accordingly, it is important and expected for all pupils to have the following:

- Black pens (at least two)
- Green pen
- Pencil(s)
- Ruler
- Protractor and compass
- Scientific calculator
- Hand sanitiser and tissues
- Hair bobble (to tie back long hair in practical subjects)
- *It would also be useful for pupils to have their own glue stick, but this is not considered a compulsory item of equipment.*
- Knowledge Organiser. The Knowledge Organiser is provided by the school, but it is essential equipment for every day and all pupils must have it with them. It is their responsibility to maintain and keep safe.
- **An important reminder: pupils should retain their unfilled exercise books as they will be used at the start of the academic year.**

Behaviour Policy, Expectations and Pupil Well-Being

As I am sure you appreciate the arrangements outlined within this letter are for the safety and security of all pupils and staff. As a school, we have always expected the highest standards from our pupils, and this will remain the case. We also recognise that the overwhelming majority of our pupils meet our high standards for conduct and behaviour every single day.

It is essential, and right, that our focus is on excellent teaching and learning. Pupils, therefore, will be expected to abide by the full remit of the behaviour policy; the new guidance; and especially follow all health and safety expectations.

Given the time already missed, we absolutely cannot allow individual pupils to risk any further disruption to learning.

However, we also fully understand and appreciate that a great many pupils will have faced a diverse range of personal, social and emotional challenges during this period and we are committed to providing the right support.

Our policies, approach and curriculum in the first term, and beyond, will have an explicit continuing and consistent focus on well-being and mental health to ensure pupils are able to access the support they need.

The core elements of the behaviour policy will remain in place and an appendix outlining the minor adjustments for September, will be made available on the website at the start of the academic year. Ready to Learn and Internal Exclusion will remain as part of our policy and the operation of both of these areas will adhere to social distancing guidance.

Uniform expectations

In accordance with government guidance, the uniform policy will remain in place in September and all pupils will be expected to fully respect the policy.

We thank you, in advance for your support and recognise that the vast majority of our pupils report to school

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every day looking smart and proud to wear the uniform. However, we also request that, if you feel there will be a specific barrier to meeting the uniform policy, or if you are facing particular hardship, you should contact your child's pastoral lead at the earliest opportunity to discuss the support we can provide.

Adjustments for days on which pupils have timetabled PE

Please note: when your child has a timetabled PE lesson, they should come to school in their PE kit for the day as changing facilities will not be available. We would advise that pupils also bring their **school jumper, blazer and / or PE hoodie** with them on these days. PE will not take place outside on days when the weather is poor.

The use of lockers will initially be suspended at the start of term whilst we review provision and allocation to pupils.

Specific arrangements for the return of pupils in the first week of term

Date	Arrangements
Monday 31st August	Bank Holiday – school closed to all
Tuesday 1st Sept	Staff Training
Wednesday 2nd Sept	<p>Year 7 Pupils should report to the Hall door entrance (to the left of reception) for 08:40. In line with the arrangements above, they will be dismissed at 14:50</p> <p>Year 12 Drop-in induction and enrolment. Ms Manton and Ms Bulpitt will arrange interviews and meetings with individual students.</p>
Thursday 3rd Sept	<p>Year 7 Report to tutor room at 08:30</p> <p>Year 8 Pupils should report to the Hall door entrance for 08:40</p> <p>Year 9 Pupils should report to the Hall door entrance for 09:15</p> <p>Year 10 Pupils should report to the Hall door entrance for 09:45</p> <p>Year 11 Pupils should use the main pupil entrance (by G11) and report to the Little Theatre for 10:15</p> <p>Year 12 and Year 13 Pupils should use the main pupil entrance (by G11) and report to the Little Theatre for 10:45</p> <p style="text-align: center;">Lessons to commence as 'normal' from 12:20</p>
Friday 4th Sept	Timetabled lessons for all pupils

Part of the planned reintegration programme for all pupils will include detailed guidance around the new

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routines and expectations as well as an opportunity to revisit our core values and expectations for teaching, learning and good pupil conduct.

Extra-Curricular Activities and Visits

Extra-curricular activities will be able to take place with year-groups and small consistent groups. Such activities will not begin immediately, and updates will be provided at the start of the academic year

We very much value the opportunities and experiences that trip and visits provide, especially in the current context. We will continue to act in accordance with government guidance and advice and will provide information when available.

Parent and Carer: Access to School Site.

In accordance with the measures above, we will need to carefully control visitors to site.

Whilst we continue to highly value the partnership between home and school, parents or carers must only come into reception or onto school site with prior agreement or for a pre-arranged appointment.

Public bus services

I have contacted Arriva with regards to the 829 and 825 services. At present, they are only able to confirm they will operate services in line with the government guidance in place at the time. This may well change between now and September and we will provide updates when we have them. We have maintained our start and end times of the day to ensure that pupils using these services are able to do so.

I would like to thank you for taking the time to read the information contained in this letter. We are very much looking forward to welcoming back pupils to school and we eagerly look forward to seeing them all in September.

Current government advice and information for parents and carers is available by clicking [here](#):

Please also take some time to ensure we have the right contact details for your child. This can be done via the Insight app or by contacting reception if your contact details have changed.

Information on how you are able to access further support over the summer period will also be available via the website.

If government guidance changes, further information will be communicated to all parents or carers at the end of August, if necessary. In the meantime, if you have any queries that are not specifically addressed in this letter or in the information on the government website, please contact school through the usual channels.

Yours faithfully,



Mr G Langston-Jones
Headteacher

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