



Thursday, 16 July 2020

Dear Parents, Carers and Students

We look forward to welcoming all of our new 'Year 7' students on Tuesday 8th September and have already planned a thorough induction to ensure everyone's safety whilst ensuring everyone returns feeling positive and happy!

Firstly, we would like to invite you to our Transition Morning on Thursday 3rd September, when students and parents will have the opportunity to meet Form Tutors, Mr Wadsworth, and other members of staff before starting on the following Tuesday. There will also be an explanation of what to do and where to go on the first day. Times for each form group will be text out separately. This follows Mr Wadsworth's visits, in person and virtually, to primary schools, and he is encouraging you all to refer to the information packs sent out in May and to look at our transition pages: <http://www.holyfamilycarlton.org/transition-to-holy-family/> If you have any queries for him regarding uniform or any other aspects of transition, please get in touch via our email enquiry@holyfamilycarlton.org

In preparation for the whole school return, we have completely reviewed and implemented all advice and guidance, conducting full and comprehensive risk assessments. We have confidence in the proposals put forward by the Department for Education and our own ability to implement these in a sustained manner. This is, in part, is due to the fact that our school has remained open throughout this time and we are, therefore, in a good position having experience of the additional demands placed upon schools and we know how to effectively build on these.

Equipment packs will be provided to all students with basic essentials: mini whiteboard, black and green pens, eraser, ruler and pencil. Students can supplement this with their own equipment and are reminded that a scientific calculator is also required.

September Return for all Students

Monday 7th September	Staff Training Day
Tuesday 8th September	Years 7 & 11 in school
Wednesday 9th September	Years 7, 8, 10 & 11 in school
Thursday 10th September	All students in school

Arrival and Departure

Year 7 will come into school via the History Entrance. Students will then go to their form rooms, and 'Zone' in the Maths Corridor.

Registration	08:45
Lesson One	09:00
Break	10:00
Lesson Two	10:20
Lesson Three	11:20
Lunch	12:10
Lesson Four	12:50
Lesson Five	13:50
Registration	14:50
Close	15:00

To help parents/carers and to maintain social distancing, we are extending our opening times to allow drop off of students from 8am and pick up until 5pm. This should help ease the number of cars at any one time and allow students to come in and leave in a sensible, socially distanced manner.

From 8:00am students can go to the canteen and to the 'homework club' until 5:00pm. Students arriving from 8:30am will go through their designated entrance and straight to their form room within their zone.



Mr Wadsworth	Year 7		Entrance
7 Beaumont	Miss Hannan	R6	History
7 Hinsley	Mr Coombs	R10	History

'Together we step out in faith, knowing that Christ is with us and united as a holy family.'

What measures is school taking to ensure my child's safety?

Full and comprehensive risk assessments have been undertaken in consultation with the local authority, the Department for Education and other teaching organisations.

Classrooms have been rearranged with forward facing desks and hand sanitiser stations. We are employing cleaners to work during the school day, in addition to the pre and post school cleaning regime.

Staggered break and lunch times will allow everyone to easily maintain social distancing during normally busy times. Our extended school day, 8:00am to 5:00pm, for students and parents who require this provision, helps to fit in with other family drop-offs or work commitments, as well as allowing students access to computers, other resources and support with homework. This will also allow anyone who wishes to drop off or collect at quieter times to do so with confidence and to reduce congestion.

Our guidance stipulates that natural ventilation in classrooms by opening windows is the best way to reduce risks within rooms. We would draw your attention to the fact that this may, at times, lead to cooler temperatures and, therefore, it is important that students have access to a school jumper. Hoodies or other jumpers are not part of our uniform and not allowed within the scope of our policy.

Evacuation measures, in case of emergency, have been updated to ensure that students leave with the same level of safety, with separate zones, avoiding unnecessary contact when being registered.

Public Health, England does not recommend the use of face coverings in school and states that students or staff wearing coverings to travel to and from school should remove these in a safe manner and place them in a plastic bag before hand sanitising.

Bags are allowed, with students and teachers able to take books and other shared resources home. However, as we are now all used to working digitally, we have taken the decision for all assessed work, including homework, to be uploaded via ClassCharts.

I keep hearing about 'bubbles', what are these and how do they help?

Students are being placed in 'bubbles'. This means we will be minimising the number of contacts children make with each other in school. As a small school, we have a natural advantage that our 'bubbles' will be mainly based around year groups; so students will be working in their usual groups, with children and staff who they know, whilst still reducing unnecessary contact. 'Bubbles' will be kept apart and movement between 'bubbles' be kept to a minimum. This is not 'all-or-nothing' and it does allow for smaller groups with specialist teachers to move into larger groups within a larger bubble.

More frequent cleaning of rooms/shared areas that are used by different groups and cleaning between use from different 'bubbles' in specialist areas and the canteen will take place. Teachers and other staff can operate across different classes and year groups and we are continuing this week with a programme of staff training to mitigate against these risks, particularly using distancing.

'Bubbles' will have their own zones so that movement between lessons is within a restricted area, this along with the one-way system, additional signage and floor markings we have introduced will limit contact in corridors. However, passing briefly in the corridor or outdoor areas is considered low risk.

How will school bus services operate?

The bus routes servicing our school are provided by private operators, Sweyne, Arriva and Stockdales. A small number are commissioned by North Yorkshire and East Riding Local Authorities. We have been working closely with our transport providers to ensure student safety and are in the process of agreeing that students will be grouped together on transport, reflecting the 'bubbles' they are in during the day at school. Years 7 & 8 are being asked to sit downstairs, 9 & 10 upstairs and Year 11 at the rear of each level. This, however, is not a requirement on school transport. Companies providing dedicated school transport do not need to impose a reduction in capacity.

Social distance of two metres, will not apply from the autumn term on dedicated transport. However, social distancing within vehicles should be maintained wherever possible. We have been seeking approval to ensure the buses that our students use are designated as 'dedicated transport', meaning that the public would not be allowed to board at any stops along the way.

Face coverings for children over the age of 11 are mandatory; therefore, all students should wear a face covering at all times on any bus service to school.

Use of hand sanitiser will be encouraged upon boarding and/or disembarking, with enhanced cleaning of vehicles taking place by our bus operators.

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What will happen if there is a case, or suspected case, of Coronavirus?

If a child displays symptoms during the school day, he or she will be isolated from direct contact with staff and students, until he or she can be collected to go home, or directly for a test. Staff, students and parents/carers should be willing to book a test and to self-isolate until a negative result is confirmed. If you have symptoms, you and anyone you live with must stay at home.

You do not need to self-isolate if your test is negative, as long as everyone you live with, or in your support bubble, who has symptoms tests negative, and you were not told to self-isolate for 14 days by NHS Test and Trace. As usual if you feel unwell, stay at home until you're feeling better and if you have diarrhoea or you have vomited, stay at home until 48 hours after these symptoms have stopped.

If your test is positive, you must self-isolate for at least 7 days from when your symptoms started. Anyone you live with and anyone in your support bubble, must self-isolate for 14 days from when you start self-isolating.

The system of 'bubbles' will enable school to identify contacts between students and assess who needs to self-isolate. The Health Protection Team who provide us with specialist public health advice and operational support will provide definitive advice on who must be sent home. Household members of staff and students who are sent home do not need to self-isolate unless those sent home are displaying symptoms or have a positive test result. According to arrangements Public Health England have in place whole school closure based on cases within the school will not generally be necessary.

Will there be any wellbeing support for my child following such a long period of absence?

All students will have an induction back into school when we open fully in September. This will include the practicalities to keep everyone safe and allay initial fears, as well as looking at their wellbeing and ways to improve their resilience moving forward. Additional mental health and well-being support will be provided through a partnership our school has set up which will enable us to have direct access to mental health services here in school provided by our Clinical School Support Team. This is in addition to the plans we have for the reintroduction of all students and the counselling services currently provided by Mrs Williams, who will oversee this provision.

What other differences will we notice in September?

Students will use different entrances and have different zones areas within school:

Year 7: History Entrance - Zone Maths Corridor

Year 8: History Entrance - Zone Maths Corridor

Year 9: Student Entrance - Zone RE Corridor

Year 10: Technology Entrance - Zone Science Corridor

Year 11: Main Hall Entrance - Zone English Corridor

The Department for Education has stipulated that coming onto the site without an appointment is not allowed for any visitors. You will be able to use the enquiry@holymfamilycarlton.org email to address concerns directly with staff. Our phone lines will be open for emergencies or informing students of alternative arrangements for pick-ups.

Due to transmission concerns around water fountains, students will need to bring a full water bottle into school with them each day. Our water fountains have now been removed. The school canteen will be open with the usual hot/cold food and drinks available.

The school day will now start and finish with tutorial time in each form class. This is a time for collective worship, administrative elements and part of our wellbeing programme.

First aiders may wear Personal Protective Equipment (PPE) if social distancing of 2 metres cannot be maintained or where students have intimate care needs. This includes face masks, gloves, aprons and eye protection. Separate facilities, including toilets will be used for any student with Covid symptoms.

Are drop off and pick up arrangements as normal?

Yes, please use the turning circles and do not park on Longhedge Lane adjacent to the car park. Adopt a 'Stop and Go' approach as we are not permitted to have any visitors beyond the car park or to enter the school building unless an appointment has been made.

Have school trips and events been planned?

Current guidance gives permission for essential curriculum day trips only.

What are the plans for GCSE examinations in 2021?

The summer exam series is planned as normal, with further guidance from Ofqual following their consultation on the modification of courses. We will forward this as more information is released.

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What will the situation be in September with regard to attendance?

The government have underlined the importance and commitment to education, stating that attendance is again compulsory for all children, enforceable by the local authority. Also, that *'the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from coronavirus'*. There may be a small number who are under the care of a specialist health professional and these should consult school before September. Students with symptoms of Covid-19 should not attend school, or if they are self-isolating or are unwell.

Have any policies changed?

No, however there are addendums to our safeguarding and behaviour policies. The main change in the Behaviour Policy is the inclusion of specific concerns about deliberate actions contravening school or government guidelines around mitigating transmission of a virus or social distancing. A risk assessment may be required to support students in adhering to social distancing and hygiene considerations. There is also the inclusion of after-school detention as a sanction as the staggering of break and lunch duties makes these a less effective consequence.

Will school uniform remain the same?

Yes, the government expect all schools to maintain uniform policies and for all of our reassurance has stated, *'Uniforms do not need to be cleaned any more often or using different methods than usual'*. We will have open windows in classrooms for ventilation so recommend buying a school jumper, as hoodies or other jumpers are not allowed. However, in Y11 the school blazer is optional. We will not be able to use the changing rooms so students will come to school in PE kit on days they have PE. Either 'Holy Family' kit or plain blue leggings/tracksuit bottoms and a plain white top. **These must be without logos**

How will my child catch up after missing so much school time?

After an extended period of school absence, we are fully prepared to consolidate and build upon the work students have completed remotely, including addressing gaps in knowledge that have emerged during this time. This has required the timetable to be redone to ensure that we are able to offer a broad and balanced curriculum which appropriately addresses the needs of all students.

In the autumn term, teachers will be assessing knowledge and understanding to identify support programmes for individuals and groups. A number of programmes of intervention have been planned and will be directed at identified students to maximise the benefit: These include:

The recent appointment of Mr Williams, as our Secondary Literacy Coordinator, who is a former Head of English and comes to us with the remit of improving literacy across the school, specifically developing reading and writing progressions.

Lesson 6 and 7 for targeted Year 11 students who will benefit from bespoke interventions in English and Mathematics.

'Study Plus' lessons have now been fully planned for Years 9 & 10 to develop their learning as they progress through key stage 4 and their GCSEs.

There is time allocated within the curriculum to allow Years 7 & 8 to access enhanced learning programmes and targeted intervention.

The White Rose Maths scheme is now embedded to aid catch up and accelerate learning.

Year 6 to Year 7 Transition Day on Thursday 3rd September to settle our newest year group into our Holy Family, giving us chance to get to know each other, and meet with tutors, Progress Leader and other key staff.

Additional masterclasses will be introduced for Year 11 focussing on higher level learning

How can I help my child be prepared for September?

Students can access the pre-learning set by subject teachers to put themselves in the best possible position for September, including accessing work which has been set on our online learning platforms.

Mrs Selway, Head of RE, recommends 'Mr McMillan learning videos on YouTube, along with Seneca.

Mrs Bainbridge, Head of Maths has set topics on ClassCharts, these will 'go live' from 20th July.

Mr Hetherington, Head of English, is providing resources and required texts accessed via Seneca.

Mr Wilde, Head of Science; Review GCSEPod assignments, revision of Seneca lessons/assessments.