

Dear Parent/Carer

The government has issued further guidance on some face-to-face contact for students in Year 10 and 12 students with the new date for this being 15th June. This has been reiterated in guidance last week, but it is also clear that there is no expectation that there will be a return to full timetables during the summer term, rather an opportunity to offer some specialist support for students' home learning. The health and safety of both staff and students remains our number one priority and we will not move forward with any phased reopening until we have been given assurances by the government that it is safe to do so. Any phased reopening will be conditional on the government's 'five tests' being met, as well as the academy having sufficient staff available.

After much deliberation, additional risk assessment and planning about how Copleston can support this process, if those conditions above allow us to, we have decided to offer a number of face to face lessons for all GCSE examined subjects. These will focus on reviewing previous home learning and supporting the next phase of student work alongside supporting students pastorally and emotionally.

It is essential that we limit the number of students on site at all times as well as the number of staff and other students that they come into contact with. We have worked on creating a series of 'bubbles' that students will work within. We will have approximately 75 Year 10 students on site at any one time. The provision has been arranged on a weekly timetable and has been created such that students are taught by a subject specialist where possible.

You and your child will soon receive a personalised communication explaining exactly what date and time they can attend school. The first date for any lesson/tutorial will be 15th June 2020. We will focus on the Core subjects and all students will come into school for one day only. That day will include 1 hour each of English and Maths and Science. Students will be in a class (bubble) of approximately 13 students and will stay in that same class for the 3 hours and stay in the same room. Each room in use can then be deep cleaned before it is reused again. Students will be free to leave after the morning and return home at the end of Period 3. They will attend only for their allocated morning and then must immediately leave the site. **Please note that the face to face contact in school is only a small part of their online learning and students should continue to access the online learning from home on the rest of the days in the week**

We will also discuss the amendments to the behaviour policy at this time; it is imperative that the academy remains a calm and disciplined environment and we will be reminding students of their role in supporting our enhanced health and safety measures.

Please note that this provision is for Year 10 students who attend Copleston on a normal day. Those students that normally attend an alternative provision setting will continue to do so, where appropriate. Respective providers will be in touch separately to explain the provision that they are offering.

In addition to the measures described above, we have developed a revised risk assessment for anyone attending the school setting. This outlines a series of measures that we will deliver in school and, if you are sending your child to school, that you will endeavour to adhere to in your part in the fight against this terrible virus.

The risk assessment measures include:

- A clear explanation and reminders of social distancing and how this will work in school. This includes keeping apart from others on the journey to and from the school.
- Increased cleaning throughout the day and deep cleans of each classroom in use. All contact points will be regularly cleaned.
- Good hygiene will be reinforced throughout the day. Increased hand washing options will be available, including hand sanitiser and tissues in each room.
- A maximum group size of 13 per normal classroom.
- Allocating students the same desk each time they are in a particular room and students will not be sharing resources.
- Limiting break times to student bubbles and taking them in classrooms where appropriate. There will be no break time catering facility.
- Creating a one-way system across the site to avoid crossing in corridors.
- Following all government guidance about protective measures. We are asking staff and students not to wear face masks and gloves in the academy but they may be worn on public transport.
- Urging those who can do so, walk or cycle to school. Those students who use public transport should still maintain social distancing.
- Ensuring that any staff or students that display symptoms are sent home as soon as possible and will not be allowed to return for 7 days.
- Urging all people who attend site (and their families) to limit the number of people they meet on a daily basis.

Of course, we will endeavour to ensure that constant reminders and other mitigation steps are taken to ensure that social distancing takes place in school. However, we are dealing with young people and as the government itself has admitted, we cannot guarantee that strict social distancing will be adhered to. You should not send your child to school if you or anyone in your household is displaying symptoms of COVID-19 or indeed is self-isolating. If this is the case, please inform the academy immediately. The government has announced that any person over the age of 5 who displays symptoms can now be tested for the coronavirus.

Once schools reopen on the 15th June, if staff or students display symptoms, any member of that person's household will also be eligible to be tested. If the test proves negative, this will enable children and young people to return to education and their parents and carers to return to work. A positive test will ensure rapid action to protect all students and staff. As parents/carers, you have the choice whether to send your child to school from the 15th June. I believe that the opportunity to see and hear from a specialist teacher to support your child's home learning, will be invaluable. It is an extremely important time in their educational career and I would like to offer them this opportunity whilst focussing squarely on the health and safety of all stakeholders. It is also worth noting the potential positive impact on mental health of coming to school, seeing others and asking questions. Whilst the value of this phased reopening is clear, I will not be reinstating the usual attendance reporting structures to manage attendance.

As you know, Copleston has been supporting vulnerable students and those children of key workers throughout this period and that will continue to be the case. The school remains closed to all students unless otherwise agreed; we will not open in general to any other Year group, other than Year 10, as outlined above. To enable you to review your decision, we will be sending you a form to indicate if you wish to send your child in to school for supervision.

Finally, I assure you that we will do our utmost to provide a safe environment for your child, whilst providing them with an opportunity to support their home learning as effectively as possible. Please do not hesitate to get in touch if you have any further questions.

Of course, we will endeavour to ensure that constant reminders and other mitigation steps are taken to ensure that social distancing takes place in school as try to minimise but not eliminate the risk.

Thank you for taking the time to complete the original form about sending your child to school after half term, this helped us shape our plans explained above. We do now need to have a clearer view of numbers based on the information I have provided.

To give you another opportunity to take up our offer and enable us to review our plans, we will be sending you another form to indicate if you will be sending your child in to school if we re-open the school/sixth form for our Years 10 and 12 on 15th June 2020. **The deadline for the completion of this form is 9:00 am on Thursday 4th June 2020.**

Student Protocol

To assist with their introduction back into Copleston, we would ask that you spend some time discussing the student protocols outlined below with your son/daughter

We are looking forward to welcoming you back to Copleston High School. To help your transition back to school we would ask that you familiarise yourself with the following protocols to minimise the risk for everyone

1. You must follow the advice and guidance of all staff and all times. This is for your safety and will minimise the risk.
2. You must be patient at all times. We are all learning new procedures together.
3. You must wear school uniform when in school.
4. You may bring a small snack to school for mid-morning if you wish.
5. You must ensure that the bag you bring in to school is clean and regularly washed.
6. You must bring stationery, which includes writing equipment, for your use only. No stationery will be provided.
7. You must enter the school individually through the gate by Britannia Primary School
8. You must arrive no earlier than 5 minutes before your session is due to start. You will be assembled outdoors. You must respect the 2-metre social distancing measures.
9. You must follow all one-way systems and social distance markings at all times.
10. You will be asked to wash your hands and sanitise them regularly throughout your session in school.
11. All sessions will take place in the same room. Staff will come to you to minimise the risk. We will distance the desks to minimise the risk.
12. We will endeavour to have subject specialists for your sessions, but please understand that this cannot always be achieved.
13. When asked to leave, you will be directed to the Britannia gate with social distancing measures in place. You must not wait for your friends.
14. **Any student who transgresses the strict social distancing protocol set by school will be dealt with instantly and parents will be asked to come and collect their son/daughter immediately.**
15. **Any deliberate behaviour, which results in a risk to the health and safety of other students or staff, will result in an immediate exclusion from the school.**

16. With the launch of the government's track and trace system, we will allow students to bring their mobile phones in to school. However, as per the school protocol, the phones must not be visible and be on silent.