



28 May 2020

Dear Parent/Carer

Re: Update 28 May 2020 Covid-19

I am writing to give you an update on the most recently published advice and guidance from the Department for Education (DfE) and to outline the work we have undertaken so far in planning for the reopening of school. In relation to my letter of 20 May 2020, the guidance has changed significantly but still places the emphasis on school leaders to work out a solution to reopening school within the framework of the lockdown restrictions. I apologise in advance for what is a lengthy letter, but I wish to provide as much information as possible to support you in your understanding of the changes that are taking place and how they are affecting the reopening of school. The link below is to the most recent update from the DfE:

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-secondary-schools>

I have again this week, met with my Senior Leadership Team (SLT) and with representatives of the Teacher Unions and together we are working through our proposal to reopen school following the updated advice from DfE that was issued 25 May 2020. Within this letter I am including extracts from a document I am working on, that outlines our current thinking and planning for reopening and although it has a great deal of content it is not a finalised document and I wish to stress the extracts from the documentation and aspects of this letter are proposals and are subject to change.

The following is an extract from the advice and guidance:

Expectations from 15 June

From 15 June, secondary schools are able to offer face-to-face support for a quarter of the year 10 and 12 cohort at any one time. Alongside this the government is asking secondary schools to:

- continue providing full-time provision for vulnerable pupils in all year groups (including year 10 and year 12)
- continue providing full-time provision for children of critical workers in all year groups (including year 10 and year 12)
- provide some face-to-face support to supplement the remote education of year 10 and year 12 pupils, with a clear expectation that remote education will continue to be the predominant form of education delivery for these year groups and that this should be of high quality
- continue to use best endeavours to support all other pupils remaining at home, making use of the available remote education support and ensuring a high quality offer

The document I refer to in this letter provides some outline of our current thinking; this document outlines some of the complexities of the practicalities we are considering to be able to reopen and remain in line with the advice and guidance. As well as the guidance on reopening, the DfE have set the expectation for schools to adhere to other advice and guidance –



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Coronavirus (COVID-19): implementing protective measures in education and childcare settings:

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

I appreciate that this will be an area of concern for many parents and I wish to be clear that although we can mitigate against risk of transmission, we cannot eliminate it. The systems we are working on are practical solutions to effectively managing scenarios we believe we will be faced with – ones which are unprecedented.

From our planning meetings we have produced several workstreams for each member of the SLT:

1. Overall strategy and implementation
2. Implementing protective measures -
<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>
3. Travel arrangements
4. Implementation of social distancing whilst on school site
5. Logistics – timetabling of Year 10 and Year 12 lessons over a two-week cycle
6. Review of staffing levels within the framework of:
<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>
7. Remote learning
8. Protocols and risk assessments

As I have written previously, our priority is always to educate your child ensuring their safety. The focus I have had with our SLT and Teacher Union Reps. Is to find an effective solution to the problems we are faced by this unprecedented set of circumstances. Over the next two weeks I am aiming to be in a position to be able to present you with the detail of what it will be like at Titus Salt School once we have reopened and what the logistical arrangements will be when accessing and being on the school site. The following is an indication of considerations being made and again, they may be subject to change (we are currently working on the protocols and associated risk assessments for each aspect):

- The timetable for each quarter of Year 10 and each quarter of Year 12 will be the same over a set number of weeks; although at this stage I cannot provide you with the detail; the outline is looking at morning sessions that focus on English, Maths and Science and morning sessions that focus on the subjects across the four option blocks for example Monday morning may be a one hour lesson of English, followed by Maths followed by a Science; Tuesday may be a lesson of History, followed by Art, followed by French, followed by IT depending upon each pupil's individual options. For Year 12 the subjects within each option block will be delivered on set days and follow a two-week rotation – for example it may be that on a Friday week one, block D lessons are delivered which include IT, Maths, Photography and so on and the following week the subjects in Block B may be timetabled for Friday
- Pupils will be given set times for arrival and these will be at the bus points in the roundel car park. All pupils will be expected to enter the school site through the gate by the roundel car park, in single file and maintain social distance of two metres along the path up to school. We are aware that some pupils may wish to wear a mask and gloves. The guidance is clear that they are not effective for use in school and therefore we will expect pupils to either remove a reusable mask and gloves or dispose of them on entry into school
- Social times and food arrangements are under review, but it is important to note that strict social distancing measures are already in place and will continue to be in place for the foreseeable future

- The classrooms will be set out in line with social distancing guidelines as in the example photograph below. Classroom protocols will be that doors remain open with door wedges to avoid contact with handles, windows are opened to allow for ventilation; the timetable proposal accounts for pupil movement to other rooms and in some cases different faculty areas; this will allow for cleaning of rooms used



Arrangements for pupils of Critical Workers and those with EHCP and vulnerable

In addition to planning and implementing plans for reopening for Years 10 and 12 we continue to provide for pupils whose parents are key workers and those who are vulnerable. I understand the Government is to issue new guidelines on 31 May 2020 on those who are classified as Critical Workers. Any plans we are working on for the effective face-to-face contact with Year 10 and Year 12 pupils will be alongside our current system of full days and lunch times for Key Worker children, those with an EHCP and those who are vulnerable. I would like to remind ourselves of the advice and guidance now that we are in the Stay Alert phase of lockdown:

Stay alert

We can all help control coronavirus if we all stay alert. This means:

- stay at home as much as possible
- work from home if you can
- limit contact with other people
- keep your distance if you go out (2 metres apart where possible)
- wash your hands regularly

Self-isolate if you or anyone in your household has symptoms.

The expectation remains the same for children in these groups, that only if it is not possible to leave your child at home safely should they be returning to school. We currently have three distinct groups of pupils in school for whom we have in place social distancing measures and

a range of activities to help them with learning and improving their wellbeing. It has been the case that on some days and for some sessions the three groups have been combined into one. This has varied each day due to pupil numbers and staff availability. I would like to request that if you have returned to work and are a Critical Worker and you require your child to return to school as part of this group, that you email school from your work email address on enquiries@titussaltschool.co.uk providing us with the days that you need support. This will help us greatly in planning for the groups and looking to increase levels of staffing if available.

As previously, there are several other key points, I wish to clarify

1. The access to IT devices although published has not yet been put in place to support Local Authorities to access their entitlement. As a Local Authority school, we await notification of our allocation and how they are to be distributed. The following link is to the organisation commissioned to deliver digital learning, but not the providers of the equipment: <https://covid19.thekeysupport.com/news/digital-education-platform-scheme/?marker=content-body>
Until such a time that the system is in place, we will continue to provide refurbished laptops for those pupils whose parents/carers contact us for support
2. The number of Safeguarding cases remains low and as previously, if parents/carers have any safeguarding concerns, please do not hesitate to contact us on enquiries@titussaltschool.co.uk and one of our Designated Safeguarding Leads will be able to deal with the case
3. The recent advice from DfE regarding Bank Holiday 25 May 2020 is:
4. Food parcels will continue on a weekly basis alongside the issuing of vouchers to eligible families
5. We continue to recruit for the few vacancies we have had so that we will have a full complement of members of staff for the new term

As I have previously written, if any parent/carer has any concerns and who does not already have a contact with someone in school, please contact the school on:

enquiries@titussaltschool.co.uk

As I receive any further information, I will keep you updated. As is always the case, the situation is changing on a regular basis and making sense of the many documents of advice and guidance is challenging.

Once again, many thanks for your continued support.

Yours sincerely



Ian Morrel
Headteacher