



30 April 2020

Dear Parent/Carer

Re: Update 30 April 2020 Covid-19

I am writing to give you an update during this continuing challenging period:

1. I have today written to each of our Year 10 and Year 12 pupils to let them know they are still in our thoughts and we are still working on their behalf and to encourage them to access the work on Microsoft Teams that their teachers continue to set for them. They too, in a very similar way to Years 11 and 13 are going through the "unknown" as we are in relation to any award of examination grades for this year. I also seek to reassure them that we will remain in contact and plan ways of working with them on next steps to Sixth Form, College, Apprenticeship, University and whatever other path they choose to follow. I want to remind them we have their best interests at heart
2. Although we have provided food parcels since the enforced closure, we have also accessed the national voucher scheme. However, this scheme has proven to be extremely challenging in the complexity of the process which uses two IT systems which are web based. I asked this week that Mrs Riley my PA and Mrs Barker our Admin Manager contact parents/carers who we are aware have not managed to redeem their voucher code and give assistance where we have been able to. I understand that some emailed vouchers go into junk folders, others have error messages. The system is run by Edenred so is not in our control or management – we will continue to provide help and assistance as much as we can
3. I have been in discussion with our catering manager who has in turn been in discussion with the directors of Innovate and we have agreed a compromise on the content of the food hampers that will be going out next week. We hope that the changes will offer more support for the challenges of providing daily lunches
4. I have been considering what the impact of a "phased return" or "planned opening" of our school might be like if Government decide to open schools and keep social distancing in place. I have put hazard tape on the floor in certain areas of TSS to mark a distance of two metres; in Café Beans a queue of five pupils would take them around the corner into Café Cosmopolitan; I used BS03 as the template for a standard size classroom and found we could seat ten pupils and one teacher, if a pupil has an LSA then it would be nine pupils, one LSA and one teacher; outside the single toilet by Café Beans the queue to wash hands would take a considerable amount of time to get through! I have emailed the LA with this information and asked them to also consider the level of staffing in schools considering shielding groups and those who would be vulnerable if in contact with anyone who has the virus; as well as the queues there is the time needed to manage the pupils into classrooms, to have a break, to wash hands, to go to lessons, to have lunch, to wash hands and remain two metres apart. I estimate for one-year group they would need the whole of the school building each day; ten pupils per classroom on average would be twenty-five classrooms that are non-specialist facilities. The LA have said they will "feed the information into their discussions with the DfE"
5. I have been working with our Operations Manager on the school timetable and school options process and we are keeping to the usual timeframe to produce both key

pieces of work in school; pupils in Year 9 will be notified soon of their option choices for Year 10

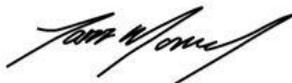
6. Mrs Wilby and Mrs Peers have been working together using Microsoft Teams to meet and discuss the implementation of our Transition Strategy. Each of our Primary School partners has been contacted and we are finalising the production of the personalised Transition Booklets for each Year 6 pupil who will be joining us in September
7. On Monday 27 April 2020 we recruited a Reception and Admin Officer using Microsoft Teams to conduct face to face interviews and on Tuesday 28 April 2020 we recruited our new SEND Coordinator using the same process and remote tasks. Mrs Lane has already started working with Mrs Karran and Mrs Dutton-Taylor on a handover of information and processes
8. I wrote previously about Mr Green and Mrs Watson making visors as part of the appeal for Personal Protection Equipment – between them they have made one hundred and sixty visors which went to local care homes and the pharmacy at BRI. In addition, Mrs Kelly has been making headbands for nurses, scrubs bags and knitting baby hats and blankets for the maternity ward as these cannot be re-used. I have appealed to our members of staff via email for any donations of baby hats and blankets to be given to school as these are being used up as they cannot be washed and reused; we will then arrange for delivery to the maternity ward
9. We remain open on 8 May 2020 and plan to have a focus on the VE Day celebration of the 75th Anniversary. Mrs Rook's and the History Department have produced some tasks for our pupils through Teams. On Monday 27 April 2020 we observed a minute's silence in school in reflective thought for those front-line workers who have lost their lives during this Covid-19 crisis
10. The number of Safeguarding cases has decreased 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.

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. Once again, many thanks for your continued support.

Yours sincerely



Ian Morrel
Headteacher