



Monday 1st March 2021

Dear Parents, Carers and Students,

Following my letter last week, I am writing to give more detailed information regarding the plans for mass testing and the reopening of the school. Apologies that this is such a long letter with so many appendices, but if anything is not clear please do contact the school on office@langtreeschool.com for clarification.

As I wrote last week, the government has stated that they would like all secondary age students to receive a negative test before attending lessons. These would be followed by a further two tests, spaced three to five days apart. The tests in school are to help ensure the safe reopening of schools and to confirm that all students feel comfortable in using the tests before being asked to test at home, which they can do twice a week from the 15th March. **Completing the three 'in-school' tests, guided by a trained adult, is a condition of being issued with a kit to allow them to test at home.**

Although testing is not compulsory, the data indicates that up to one-third of people who have coronavirus are asymptomatic. For this reason, we are recommending that all students and staff consent to the testing process. This will, in turn, support our wider community in keeping everyone safe by ensuring that these students can isolate and therefore not spread the virus as we reopen the school.

How to find out more about the process, access the consent form and register for an account

Please read the terms and conditions outlined on the consent form and ensure that your student brings a signed copy with them when they come into school on Thursday 4th or Friday 5th for their test.

Students should enter the lower canteen via the door by the picnic tables at the back of the staff car park, and will be leaving via the student entrance.

The test itself takes a matter of minutes, and the student will then be able to leave straight away. The result will be sent by text, email or both about 30 minutes later.

By far the longest part of the process is setting up the account. To streamline the testing process we are asking that students complete this before coming into school. However, if they struggle with this process they will be able to do it in school - but it will mean they have to spend about 30 - 45 minutes in school when they take their first test.

Students in year 8 and 9 who were tested on Tuesday 23rd February, unfortunately cannot count this as one of the three tests - but will, for the most part, will have their account already set up. Students in school as part of our Critical Worker provision will receive their test on Friday as normal, providing we have received a consent form from their parents or carers. This test will count as one of the three towards being allowed to test at home. For the consent form, privacy notice and details of how to set up an account, please see [the dedicated testing page of the school website](#).

Week Beginning 1st March

Please see Appendix A for more detailed information about the specific times and dates for when students should attend school for their first test. Students will be required to make their own way to school and must return home again straight afterwards (in line with government guidance). Please ensure your child wears a face mask when attending the site, and we politely request that you do not accompany your child onto the school site as we are still unable to receive visitors.

Students do not need to wear school uniform on these days, but should dress warmly and wear a waterproof coat if it is raining, as they may need to wait outside to be called for their test.

Remote Learning, and the onsite provision for Critical Worker children, will continue as normal during this week - but teachers will be aware that students may struggle to complete all their work at the scheduled time over these two days if they are coming in for their covid tests.

Week Beginning 8th March

On either the 8th, 9th and 10th of March, each year group will return to school according to the days below at the times set out on the table in Appendix B. They will then take their second test and then begin normal lessons. They will have a session with their tutors during their normal timetabled slot to allow students the opportunity to be briefed about the procedures and have any questions answered.

Year 7 - At home Monday, testing Tuesday morning, normal lessons from the time they complete their test.

Year 8 - Remote learning Monday, testing from mid morning Tuesday, normal lessons from the time they complete their test.

Year 9 - Remote learning Monday and Tuesday, testing Wednesday morning, normal lessons from the time they complete their test.

Year 10 - Testing Monday mid-morning, normal lessons for rest of Monday and Tuesday, remote learning Wednesday.

Year 11 - Testing Monday morning, normal lessons from the time they complete their test, remote learning Tuesday, normal lessons again from Wednesday morning

If, for any reason, students are not having a lateral flow test, they should come in at the time in the lessons start column and go straight to their normal timetabled lesson for that time. Monday 8th of March will be a timetable week A.

If your son or daughter is at home with no remote learning set, please ensure they have worked through the list in Appendix C - Preparing to return to school.

Timetable

From Monday 8th March, we will revert to the usual three period a day timetable and all staff will be on site to teach lessons, as well as to support with the covid testing of students for the second and third times. We will use the shortened day timings in place before Christmas (published in Appendix D).

However, after the Easter holiday we are hoping to revert to having longer lunchtimes (Appendix E). At this stage we hope the weather can be relied upon to be slightly warmer and drier.

Transport

Please note that the buses will be running at the usual times from the 8th March to support the safe travel to and from school for the allocated year groups (students must maintain social distancing guidelines when using public transport e.g. sitting in their bubbles in a socially distant manner). In addition to this, the current provision for vulnerable students and children of Critical Workers will be suspended on these days - however, if this will present major issues for the parents of these students, then please contact either myself, Ms Burman or Ms Hayward and we will make other arrangements if required.

School Uniform

We look forward to welcoming our students back into school - but please remember that our high standards will be expected in all areas, including uniform. The concessions we made in the height of winter (i.e. non Langtree jumpers and PE hoodies) no longer apply. Please check as soon as possible that all elements of the uniform still fit. Students who do not adhere to the uniform policy will be subject to the usual sanctions - and we ask that parents support us to achieve our uniform expectations. This also applies to jewellery, make up, extreme haircuts and colours.

Our uniform suppliers, Trutex, are open for online orders. You can phone the shop for any queries on 01235

211011 and email them on myschoolwear.co.uk. However, you will not be able to go into their shop until, at least, the 12th April.

Equipment

Please ensure all students have all the required equipment ready for when they return to school. In addition to all the normal stationary, students should also have

- a. Whiteboard and whiteboard marker (these will be particularly important as we will be wearing facemasks)
- b. Two face coverings (see below).
- c. Reading book
- d. Headphones

Infection Control

In light of the new variant and in order to keep all students in school as much as possible, we will be reinstating all the measures we used so successfully in the first two terms of the year.

- a. Handwashing before school, between lessons, at the end of breaks and lunches, and before going home.
- b. Hand sanitising in all classrooms, and wiping down desks and equipment before and after each lesson.
- c. Social distancing - students should be social distancing at all times (except in classrooms) - and we will be enforcing a strict **hands off** policy at all times.
- d. One-way system - in order to reduce congestion in the corridors.

Face Coverings

Students are now required to wear face coverings as a part of their school uniform during their lessons as well as when moving around school. An exception to this is when a student is eating whilst sitting in the canteen or if social distanced on the tennis courts (playground).

Any student with a medical exemption from wearing a mask, of whom we are currently unaware, should let the school know as soon as possible.

Please remember that face coverings continue to be a government requirement for all passengers on all school buses and public transport.

Comic Relief

March 19th is Comic Relief Day - and we will be enjoying some much-needed fun in school. We will be allowing students to wear their own (sensible) clothing for a small donation to this charity, and will be selling Red Nose Day merchandise in school. We also hope to have a competition for the best-decorated mask. (The mask cannot be worn in school for covid purposes but to enter, your son or daughter should decorate a mask and then send a picture of themselves wearing it to cthatcher@langtreeschool.com). Prizes and fame will be awarded for the best masks in several categories!

Mobile Phones

To ensure that students are able to socially distance in the canteen, and to have a break from screens (and actually talk to each other!), we will be enforcing a strict 'no-phones to be used in the building' rule, which will include no use in the school canteen. Students will of course be welcome to use their phones while they are in the playground / tennis courts, but phones will be expected to be put away while in the building or as students are moving between lessons.

Finally

While our thoughts and feelings may be focused on the challenges we face in re-opening the school to all students, we are also mindful that the effects of the lockdown may persist into the future. Studies suggest that finding things to be thankful for is important for our wellbeing, leading to physical and psychological benefits, as well as being a 'social glue' that connects people. Therefore, in anticipation of the weeks to come, I would like to end by saying how very grateful I am to all staff, parents and students for their support - not only throughout the last year, but also as we move back towards something that will hopefully begin to feel more like normal life.

Appendix A - Week Beginning 1st March

Students should enter the lower canteen via the door by the picnic tables at the back of the staff car park, and will be leaving via the student entrance.

| Tutor | Room | Thr 4 Arrival | Fri 5th Arrival |
|--------------|----------|---------------|-----------------|
| 7 JPA | Ma1 | | 9.00 |
| 7 FH | Hu5 | | 9.30 |
| 7 OP | Ma4 | | 10.00 |
| 7 KMH | En1 | | 10.30 |
| 8 EM | Sc3 | | 11.00 |
| 8 RJO | Ma2 | | 11.30 |
| 8 HQU | En2 | | 12.00 |
| 8 NJ | Hu2 /Ma4 | | 12.30 |
| 8 NM | En4 | | 1.00 |
| 9 MO | Fo1 | 1.00 | |
| 9 DCH | Hu3 | 1.30 | |
| 9 GCL | Sc1 | 2.00 | |
| 9 ST | Ar2 | 2.30 | |
| 10 MR | Ar1 | 11.00 | |
| 10 GP | Sc4 | 11.30 | |
| 10 NW | La1 | 12.00 | |
| 10 KB | Sc5 | 12.30 | |
| 11 HW | Sc2 | 9.00 | |
| 11 HE | Mu1 (5) | 9.30 | |
| 11 DL | Ma3 (63) | 10.00 | |
| 11 WI | La2 (22) | 10.30 | |

Appendix B - Week Beginning 8th March

Students should enter the lower canteen via the door by the picnic tables at the back of the staff car park, and will be leaving via the student entrance.

Students who for any reason are not being tested should come in at the time indicated in the Lessons Start column and go straight to their timetabled lesson for that period. It will be a week A.

| Tutor | Room | Mon 8th Arrival | Mon 8th Lessons start | Mon Reg | Tue 9th Arrival | Tue 9th Lessons start | Tue Reg | Wed 10th Arrival | Wed Lessons start | Wed Reg |
|--------------|------|-----------------|-----------------------|---------|-----------------|-----------------------|---------|------------------|-------------------|---------|
| 7 JPA | Ma1 | | | | 8.50 | 9.40 | JPA | | | |
| 7 FH | Hu5 | | | | 9.30 | 10.20 | FH | | | |
| 7 OPh | Ma4 | | | | 10.10 | 11.00 | OP | | | |
| 7 KMH | En1 | | | | 10.50 | 11.40 | MWI | | | |
| 8 EM | Sc3 | | | | 11.30 | 12.20 | EM | | | |
| 8 RJO | Ma2 | | | | 12.10 | 1.00 | RJO | | | |
| 8 HQU | En2 | | | | 12.50 | 1.40 | HQu | | | |
| 8 NJ | Hu2 | | | | 1.30 | 2.20 | NJ | | | |
| 8 NM | En4 | | | | 2.00 | 2.40 | NM | | | |
| 9 MO | Fo1 | | | | | | | 8.50 | 9.40 | MO |
| 9 DCH | Hu3 | | | | | | | 9.30 | 10.20 | DCH |
| 9 GCL | Sc1 | | | | | | | 10.10 | 11.00 | GCL |
| 9 ST | Ar2 | | | | | | | 10.50 | 11.40 | ST |
| 10 MR | Ar1 | 11.30 | 12.20 | MR | | | | | | |
| 10 GP | Sc4 | 12.10 | 1.00 | HJO | | | | | | |
| 10 NW | La1 | 12.50 | 1.40 | NWA | | | | | | |
| 10 KB | Sc5 | 1.30 | 2.20 | KB | | | | | | |
| 11 DL | Ma3 | 8.50 | 9.40 | HW | | | | | | |
| 11 HW | Sc2 | 9.30 | 10.20 | HW | | | | | | |
| 11 HE | Mu1 | 10.10 | 11.00 | SHe | | | | | | |
| 11 WI | La2 | 10.50 | 11.40 | WI | | | | | | |

Appendix C - Preparing to return to School

A list of suggestions for students to tick off before returning to school.

- Ensure that all your work and files are organised. If you have lots of work stored electronically then set up a virtual filing system.
- If you have loose worksheets or notes, please ensure they are stuck into books, so that you can use these when you revise. If you have not got your book, then please keep them in a file ready to go into your books when you get one.
- Use this as an opportunity to catch up on any homework you haven't completed and do any improvement/DIRT work that you haven't completed.
- Take this opportunity to consolidate your notes from this half term, and create revision resources for yourself.
- If you are still unsure of a topic, then go back over it using some of the following:
 - a. Sam Learning
 - b. GCSE Pod
 - c. Oak National Academy
 - d. BBC Bitesize
 - e. Kerboodle
- Check the following:
 - a. That you have all of your equipment in a transparent pencil case ready for when you return to school.
 - b. That all your uniform still fits you and you can get your feet in your school shoes. Let you parent/carer know if this isn't the case.
- Finally tidy your desk and study area and get everything ready to return to school. Remember particularly the following items
 - a. Whiteboard and whiteboard pens (expected to be particularly useful to help communication as we will be wearing facemasks)
 - b. Two face coverings
 - c. Headphones
- Make sure that you do one thing that will be good for your wellbeing. For example go for a walk, do some cooking at home, catch up with friends online.
- Curl up somewhere comfortable with your Reading book and spend some time reading.
- Make sure you get some early nights, so your body clock is ready for the earlier starts next week!

Appendix D: Timetable from March 8th

| | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 |
|--------------------|--|--|---|--|----------------------------------|
| Start | 08:50 | 09:25 | 08:50 | 09:25 | 08:50 |
| AM Tutor | 8:50 - 9:20 | - | 8:50 - 9:20 | - | 8:50 - 9:20 |
| Lesson 1 | 9:20 - 11:00 | 9:25 - 11:00 | 9:20 - 11:00 | 9:25 - 11:00 | 9:20 - 11:00 |
| Lesson 2 | - | 11:00 - 11:50 | - | 11:00 - 11:50 | - |
| 1st Break | 11:00 - 11:20 (L.Canteen / Playground 1) | 11:50 - 12:10 (U.Canteen / Playground 1) | 11:00 - 11:20 (Hall / Playground 2) | 11:50 - 12:10 (L.Canteen / Playground 2) | 11:00 - 11:20 (Upper canteen) |
| Lesson 2 (cont) | 11:20 - 1:00 | 12:10 - 1:00 | 11:20 - 1:00 | 12:10 - 1:00 | 11:20 - 1:00 |
| Lesson 3 | - | 1:00 - 1:30 | - | 1:00 - 1:30 | - |
| 2nd Break | 1:00 - 1:20 (L.Canteen / Playground 1) | 1:30 - 1:50 (U.Canteen / Playground 1) | 1:00 - 1:20 (Hall / Playground 2) | 1:30 - 1:50 (L.Canteen / Playground 2) | 1:00 - 1:20 (U.Canteen) |
| Lesson 3 (cont) | 1:20-3:00 | 1:50 - 3:00 | 1:20-3:00 | 1:50 - 3:00 | 1:20-3:00 |
| PM Tutor | - | 3:00 pm | - | 3:00 pm | - |
| Home | 3:00 pm | 3:30 pm | 3:00 pm | 3:30 pm | 3:00 pm |

Appendix E: Timetable from Monday 18th April (After Easter)

| | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 |
|--------------------|--|--|---|--|----------------------------------|
| Start | 08:50 | 09:25 | 08:50 | 09:25 | 08:50 |
| AM Tutor | 8:50 - 9:20 | - | 8:50 - 9:20 | - | 8:50 - 9:20 |
| Lesson 1 | 9:20 - 11:00 | 9:25 - 11:00 | 9:20 - 11:00 | 9:25 - 11:00 | 9:20 - 11:00 |
| Lesson 2 | - | 11:00 - 11:50 | - | 11:00 - 11:50 | - |
| 1st Break | 11:00 - 11:20 (L.Canteen / Playground 1) | 11:50 - 12:10 (U.Canteen / Playground 1) | 11:00 - 11:20 (Hall / Playground 2) | 11:50 - 12:10 (L.Canteen / Playground 2) | 11:00 - 11:20 (Upper canteen) |
| Lesson 2 (cont) | 11:20 - 1:00 | 12:10 - 1:00 | 11:20 - 1:00 | 12:10 - 1:00 | 11:20 - 1:00 |
| Lesson 3 | - | 1:00 - 1:50 | - | 1:00 - 1:50 | - |
| 2nd Break | 1:00 - 1:45 (L.Canteen / Playground 1) | 1:50 - 2:40 (U.Canteen / Playground 1) | 1:00 - 1:45 (Hall / Playground 2) | 1:50 - 2:40 (L.Canteen / Playground 2) | 1:00 - 1:45 (U.Canteen) |
| Lesson 3 (cont) | 1:50-3:30 | 2:40 - 3:30 | 1:50-3:30 | 2:40 - 3:30 | 1:50-3:30 |
| PM Tutor | - | 3:30 pm | - | 3:30 pm | - |
| Home | 3:30 pm | 4:00 pm | 3:30 pm | 4:00 pm | 3:30 pm |