ST PETER'S
CATHOLIC COLLEGE

NICHOLAS POSTGATE Catholic Academy Trust
Forming lives ready to face the future

Dear Parent / Carer 8th June 2020

Thank you for your continued efforts in supporting your child working from home. In line with the Government guidance, secondary schools have been asked to offer some face-to-face support to supplement the remote education of our Year 10 pupils. From the recent letter sent to you from Hugh Hegarty, CEO, about the wider opening of schools, I am now in a position to set out further details. It is important that you understand how the school day will look like for your child and the steps that we have to take to keep all pupils and staff safe.

Organisation of pupils in school

From the 15th June, we will be offering a one to one meeting for all of Y10 pupils to discuss their progress and wellbeing whilst supporting them with any issues they may have. Your child will receive an email to inform them of their appointment time, venue & member of staff.

From the 22nd June, your child will receive bespoke support from subject specialist teachers. The purpose of these individual subject meetings will be to gain further insight into your child's progress and support them in their continued remote learning. It will also be used by teachers to begin planning for September to ensure that your child catches up swiftly, once pupils are hopefully back to full time provision.

All one to one meetings will last up to 30 minutes and will be led by either your child's form tutor, Director of Progress, SENCO or member of the Senior Leadership Team. Following the initial wellbeing meeting, there will be a weekly subject specific focus to each of the meetings, lead by subject specialist teachers. Your child will be expected to attend all of their one to one sessions. The focus of the one to one meetings are:

Week beginning 15th June:	Progress and wellbeing
Week beginning 22nd June:	English and maths
Week beginning 29th June:	Science, History, Geography and French
Week beginning 6th July:	All other option subjects
Week beginning 13th July:	No pupils expected in school

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If your child is clinically extremely vulnerable, or living with someone who is in this group, they should not come back to school and should continue home learning. If your child is clinically vulnerable (but not clinically extremely vulnerable), you should follow medical advice to decide if they should come back to school. Please refer to government guidance for further details of these groups.

You are invited to attend the progress and wellbeing meeting but we ask that only one parent per pupil attends. During this time, we understand that some parents may not be able to attend the meeting due to work commitments, under these circumstances, we are happy for your child to attend the meeting alone. Parents / carers are not required to attend subsequent subject meetings from the 22nd June.

Please note: your child will be expected to attend their one to one meetings at their designated time so there will be no formal start and end time for Y10 pupils. Once your child has attended their one to one meetings, they will return home.

School Arrival and Pick up Arrangements

Parents and pupils must observe social distancing measures and remain two metres apart from other groups.

- Pupils will be assigned an appointment time for which they should arrive no more than 5 minutes before

- Entry into school will be via the main school reception entrance.
- Pupils will be required to follow the social distancing marking that will indicate social distancing guidelines.
- Pupils will leave school via the late gate and should leave the site immediately.
- **There will not be access to the bike drop off area for students.**
- If you are attending the wellbeing appointment, or are waiting for/ collecting your child, please use the normal parent drop off/ pick up area and follow social distancing guidelines and markings.
- Please leave the school promptly and do not linger to talk to others - even if at a safe distance.
- Pupils walking to or from school should be confident that their child will adhere to social distancing guidelines and not gather with friends outside school.

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Behaviour

We have had to adapt our current behaviour policy to the current situation. A COVID appendix to the behaviour policy is attached to this letter. This will be carefully explained to the pupils during their wellbeing meeting. **Any child putting others at risk will be sent home immediately**. This includes consistent refusal to follow social distancing measures and other anti-social behaviour such as spitting - never has this taken on a more sinister possible consequence than at the moment.

Attendance

Normal protocol will be resumed for year groups required back into school. Daily registration will take place for each session that the child is required to attend school and will be in accordance with the timings of the revised school day. It is important that children arrive at school at their designated time. This will allow for the precautionary measures that have been put into place to be effectively managed and with minimal disruption to the child's learning.

Break times and lunch times

As your child will not be required to attend a full day, there will be no formal breaks or formal lunch times. Pupils from different year groups will not be allowed to mix. Pupils will be expected to adhere to social distancing and this will be monitored closely by school staff.

There will be no whole school gatherings of any kind. Pupils will be assigned their own toilet areas and hand washing facilities. Only one pupil will be permitted to use the toilets at any time.

Catering arrangements

Pupils attending school over the lunch period should bring their own packed lunch if required. Where pupils are in receipt of weekly free school meal vouchers under the current government scheme we will continue to order these for as long as the scheme remains in operation.

Transport

Current government guidance is that parents should transport their own children into school wherever possible. Due to current social distancing and hygiene control requirements it will not be possible to operate school buses as normal. If you have any specific issues in relation to transport for your child not covered in this letter please contact the school directly. **The school will make arrangements to transport pupils entitled to free school transport and will be in contact with those parents for whom this applies.**

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Use of Equipment

Pupils will not be permitted to share resources. Materials and surfaces will be cleaned and disinfected frequently in school.

Uniform and items from home

We expect that all pupils will wear a school uniform. No personal items should be brought to school other than a coat, water bottle and pen.

Contact with School

All contact with school is via telephone and email. **Please ensure that we have your most up to date contact details and that you are able to be contacted throughout the day.**

Pupil illness

IF IN DOUBT PLEASE DO NOT SEND YOUR CHILD – report a school absence as per normal.

If your child becomes unwell at school, you will be asked to collect them immediately. We therefore need you to be contactable at all times. Your child will be kept in isolation with a member of staff while we wait for your arrival – you may drive into the school car park. If coronavirus is suspected, the staff member will be wearing a disposable apron, gloves and mask. Any child or staff member with symptoms consistent with coronavirus will need to isolate for seven days and their fellow household members for fourteen days.

Where a staff member or child tests negative for coronavirus, they may return to school and their household members may end their isolation. Where a staff member or child tests positive for coronavirus, you will be contacted and appropriate next steps will be communicated to you.

Social Distancing Measures

As a school, we are doing all we can to minimise risk and operate a safe learning environment.

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Safety and handwashing

Staff and pupils will be encouraged to wash their hands more frequently which instructions display within all toilet rooms. Pupils will be encouraged to catch and bin any coughs and sneezes. The water fountains will be out of use. In order to protect the well-being and safety of our staff and pupils, I must emphasise the need for everyone to follow the social distancing measures as outlined by the government. We will not hesitate to refuse entry to school for any child whose family, including older siblings, are found to be ignoring social distancing rules.

We are looking forward to the opportunity to welcoming our Year 10 students and parents back to St Peter's. We hope that you will take this opportunity to work alongside us in order to ensure that we are able to provide the best possible support and guidance for your child in preparation for the challenges that Year 11 will bring.

Yours sincerely

Neil Skerry

Headteacher

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