



12 June 2020

Dear Parents/Carers and Students

Year 12 Learning@School and Learning@Home

Further to the letter sent to parents/carers on Wednesday, I write to confirm arrangements for Year 12 students for the rest of the academic year.

From Monday 15 June, we will begin a programme of inviting students into school for subject specific days involving up to four hours of teaching from their specialist teacher along with important pastoral conversations to support their wellbeing. The full schedule is as follows:

Date	Subject
Monday 15 June 2020	Maths A
Tuesday 16 June 2020	Maths B
Tuesday 16 June 2020	Health and Social Care (Online via Zoom)
Wednesday 17 June 2020	(Block closed for deep clean)
Thursday 18 June 2020	Hospitality
Friday 19 June 2020	Chemistry
Monday 22 June 2020	English Literature
Tuesday 23 June 2020	Psychology A
Wednesday 24 June 2020	(Block closed for deep clean)
Thursday 25 June 2020	Psychology B
Friday 26 June 2020	Art
Monday 29 June 2020	Double Business
Tuesday 30 June 2020	Further Maths
Wednesday 1 July 2020	(Block closed for deep clean)
Thursday 2 July 2020	Business A
Friday 3 July 2020	Business B
Monday 6 July 2020	History
Tuesday 7 July 2020	Biology
Wednesday 8 July 2020	(Block closed for deep clean)
Thursday 9 July 2020	Product Design
Friday 10 July 2020	Geography
Monday 13 July 2020	Physics
Tuesday 14 July 2020	Physical Education
Wednesday 15 July 2020	(Block closed for deep clean)
Thursday 16 July 2020	Media
Friday 17 July 2020	

Where a class has been split into two groups (A and B, to support social distancing measures), parents/carers and students will receive separate communication via email letting them know which day they should attend. These groups have been designed to support teaching and learning and we

ask students to attend on the day they are allocated. Students should only attend on the days when subjects they study are on offer; we are unable to accommodate students on site at other times outside of our key worker / vulnerable student provision.

Some sessions will be delivered remotely where staff are unable to attend school in person. This will be clearly indicated on the schedule and students should attend the online lesson from home for the duration where possible, as if they were in school. They will be invited to this session via their class Google Classroom.

Though we would be delighted to welcome all students on site, we recognise that not all students will be able to attend these days. Staff will share recordings and resources that all students can access via their Google Classroom shortly after the event.

Each day is structured as follows:

08:00 - 09:00	Arrival
09:00 - 11:00	Session 1
11:00 - 11:20	Break
11:20 - 13:20	Session 2
13:20 - 14:00	Departure
14:00	All students leave

We have built a long period of time for arrival and departure to support those who may face transport challenges. If you need to arrive / depart outside these times, we will support that decision. Please let us know in advance by emailing Mr Colebourne (colebournes@skdrive.org). This time will also be used to give students an opportunity to speak to their peers face to face and members of the sixth form team who will be there to offer support and check on progress with our Learning@Home programme.

Before Monday 15 June 2020

In the interests of safety, please complete this [Year 12 Health Questionnaire](#) before your child arrives on Monday 15 June 2020.

What to Bring

There are a number of aspects of school which are not yet fully operational, or that have been adjusted to keep everyone safe. Students should bring **any food and drink they require for break**, as there will be no canteen provision. There will not be time allocated for lunch - students who wish to have lunch before they depart can do so at 13:20 - this will need to be a packed lunch. There is also a water fountain in the canteen where they can refill a **water bottle**.

Students should bring their **usual equipment for school** with them - **a pen/pencil, blank lined paper, their laptop / Chromebook**. We will ask students to disinfect their equipment as they arrive on site. Students should wear their sixth form lanyards and dress as they normally would for school.

Health, Safety and Hygiene

We have made many changes to the site to ensure the health and safety of students and staff. These include:

- Two meter distancing tape, markings and signage around the site.
- Sanitisation stations on entry / exit points.
- Maximised room ventilation
- Alteration of room layouts to facilitate two metre distancing

- One way system around the site
- Increased cleaning regime

We are following government guidance with regards to face coverings, and therefore students and staff are not required to wear face masks on site although some may choose to.

Code of Conduct

Students are expected to abide by the following to ensure the safety of all on site:

- Expectations for behaviour are as normal: follow the instructions of staff.
- Behave as you would if you knew you had the virus.
- On arrival, and having signed in, wash your hands.
- Hand wash before eating and at regular intervals during the day.
- Keep two metres away from other children or members of staff at all times.
- Use a tissue if you cough or sneeze, or your elbow if you do not have one.
- You must use the hand basins and toilet facilities allocated to you.
- Only sit in your allocated seat.
- Follow marked one-way systems at all times.
- Use the same laptop/computer during the day - do not share equipment.
- Bring your own water bottle and food/snacks - you must not share food or drinks.
- Do not touch anyone else's belongings.
- If you do not follow the expectations around behaviour and hygiene you may not be allowed to continue attending the school.

First Aid

There will always be a first aider on site. A dedicated area has been set up for anybody displaying symptoms of Covid-19, these being:

- High temperature.
- New continuous cough.
- Loss or change to sense of smell / taste.

Anyone displaying these symptoms will be isolated with first aid support and parents will be contacted to come and collect immediately. Students and staff showing symptoms will not be allowed back on site for 7 days, or until they produce evidence of a negative test for Covid-19.

Transport

We ask all members of our community to follow the government guidelines when considering transport. In summary, where possible your child should walk or cycle to school. If that is not practical, your child should travel by car with a family member. Students with a valid driving license and insurance may drive themselves to school, but should not share lifts with other students. Consider all other forms of transport before using public transport, including buses. If your child must use public transport because there is no other option, your child should avoid travelling at peak times, use a face covering to cover their nose and mouth and should stay 2 metres away from other people where possible. Here is [further guidance](#) for the safe use of public transport. Should your child use public transport, we understand their arrival and departure time will need to be flexible.

Attendance

It is assumed that all students will make best endeavours to attend their subject days, but we recognise that a number of students may not be able to attend for a variety of reasons. In line with government guidance:

Extremely clinically vulnerable students: *These students should not attend school*

Clinically vulnerable students: *Parents should follow latest medical advice*

Students living in a household with someone who is extremely clinically vulnerable: *These students should not attend school. Please contact school if you wish to discuss your circumstances.*

Students living in a household with someone who is clinically vulnerable (including pregnant): *These students should attend school*

If in doubt please refer to the [Government's advice](#) on the above definitions.

Learning@Home

We hope students will find the face-to-face days in school valuable in supporting them to make progress in their studies, but we recognise that these alone will not be enough to ensure students are able to flourish. Our teaching staff will continue to deliver teaching through our Learning@Home programme, and these days in school will supplement and complement the online delivery. Staff will always make resources available for students who are not able to attend any 'live' session, be it face to face or online.

Students continue to be supported through our Pathways 2021 programme by Mr Hodgson and the tutor team - this programme provides vital advice and guidance to students to support them making choices and their future plans along with how to apply to university courses, apprenticeships and employment opportunities.

The [St Katherine's Online Community](#) website continues to provide additional materials for students around wellbeing, health and future plans.

All our plans are subject to change according to government guidance. You will be contacted if there are changes to our plans.

Finally, students and parents may find it useful to watch the [following video](#), showing the process of arriving in school for Year 12 students and where lessons will be delivered.

Yours sincerely



Steve Colebourne
Assistant Headteacher Head of Sixth Form