



13 July 2020

Dear Parents/Carers

I hope this letter finds you and your families well.

Having planned our return to school, we are now finalising arrangements for September in light of the update from the Department for Education last week. We continue to be focused on how we can return safely and achieve a smooth return for everyone at the start of the academic year. We have outlined below the broad arrangements for September. This is intended as an overview for parents/carers to help you understand the return we are planning with staff and students to ensure a smooth and safe return. **We are not anticipating further change during the summer period. Should the situation change during the summer break, we will write to confirm any changes before the start of term.**

Our plans take into account the latest Department for Education (DfE) guidance released on Wednesday 7 July. **Our plans are subject to further changes from the DfE before September.** We will share an updated risk assessment which will be available on our website. We look forward to our new school day and removing our bubbles in September and we will endeavour to ensure that students and staff are well supported in these changes.

The first week in September is outlined below and full [term dates](#) for next year are available on our website.

Thursday 2 September	INSET DAY (closed to all students)
Friday 3 September	INSET DAY. Year 12 and Year 13 to attend on site testing from 1pm.
Monday 6 September	Year 7, Year 11 and Year 13
Tuesday 7 September	Year 7, Year 10, Year 11, Year 12 and Year 13
Wednesday 8 September	Year 7, Year 9, Year 10, Year 11, Year 12 and Year 13
Thursday 9 September	All year groups

Specific arrangements for these days are highlighted in the table below. Please find attached a summary of key information relating to the school day for September. **All children in Years 7-11 should bring their PE kit with them on their first day of school.**

Summary of key points for parents/carers:

- **On-site testing:** we have been informed by the Department for Education that we are expected to implement on site Covid-19 testing once again for September 2021. Each student will be asked to complete two tests, 3-5 days apart upon their return. Testing will be carried out by students and supervised by a trained adult. Year 12 and 13 students are asked to attend school on the afternoon of Friday 3 September in order to complete their first test. This should take approximately one hour. School transport will not be available on this day. Students will be tested as follows:

	Y7	Y8	Y9	Y10	Y11	Y12	Y13
Friday 3rd September						First test (1pm onwards)	First test (1pm onwards)
Monday 6th September (Yrs 7, 11 & 13 in school)	First test				First test		Second test
Tuesday 7th September (Yrs 7, 10, 11, 12 & 13 in school)	In school			First test	In school	Second test	In school
Wednesday 8th September (Yrs 7, 9, 10, 11, 12 & 13 in school)	In school		First test	In school	In school	In school	In school
Thursday 9th September (All students in school)	In school	First test	In school	In school	Second test	In school	In school
Friday 10th September (All students in school)	Second test	In school	In school	Second test	In school	In school	In school
Monday 13th September (All students in school)	In school	Second test	Second test	In school	In school	In school	In school

- **Bubbles:** we will be removing bubbles and students will follow their timetable, attending the correct block and classroom.
- **Break and lunchtime:** we are increasing the provision to a third food outlet and will have designated areas for students at lunchtime to minimise disruption.
- **Hand hygiene and safety:** washing and toilet facilities will be shared and we will continue to promote good hygiene. There are hand sanitising stations upon arrival to school and on the entry and exit of each block.
- **One way system:** we will retain some of the one way systems to support a smoother and safer transition throughout the school day. This will ensure smooth and consistent flows of movement around the site at all times.
- **Attendance:** The government has outlined clearly in their guidance that attendance from September is compulsory. We will support families and students who may be anxious about returning. If you or your child have anxieties about returning to school in September that you would like to discuss, please contact your Head of House / Head of Sixth Form.
- **Transport:**
 - **SKA buses with Turners**
We now have six bus routes provided by Turners Coachways and serving all parts of the city. Routes and timetables can be seen [here](#). Students are allocated a seat number on a designated route which they alone must use and seat belts must be worn throughout the journey. Payment for buses is collected monthly between September and June, with discounts available for those who are eligible for pupil premium funding or free school meals. Cancellation of places on our buses requires one months notice. Disciplinary issues on buses are dealt with through a three stage process which ultimately results in the withdrawal of service. For any questions regarding our bus service please contact Mr Francis-Black, francisblacka@skdrive.org.

- **X4 with First Bus**

We have no confirmation the X4s will run in September and would anticipate this service no longer running. Families are encouraged to check First Bus X4 timetables to ensure their child/ren are on the school site by 8:30 at the latest each morning.

- **Face coverings:** the guidance does not require the wearing of face coverings and this will be optional for students and staff as we move through a transition period.
- **Arrival on school site:** all students must be on site by 8:30 for a punctual start to each day. All students will arrive at the top of school and move towards their House hub.
- **Visiting the school site:** visits to the site for all parents/carers will continue to be strictly by appointment while we get the term underway. Please see our [useful contacts list](#) should you need to make an appointment.
- **Departing the school site:** we will dismiss students each day by year group starting with Year 7 over a 10 minute period to support a smooth end of each day.
- **Uniform:** Students are expected to wear full uniform from September. Our uniform supplier is Monkhouse and you can buy online or directly from their Bedminster shop. If visiting their shop please make an appointment online beforehand: www.monkhouse.com. Our PE kit is available from The Sports Shop, 39 High Street, Portishead, BS20 6AA; Tel 01275 842573.
Uniform for Years 10 and 11 is unchanged. From September, for Years 8 and 9 and our new Year 7s, we are introducing uniform trousers and skirts. We will be distributing these to current students in September. New Year 7s should purchase directly from Monkhouse or via sso@skdrive.org if your child is in receipt of the pupil premium.
- **Lunch:** ParentPay is the easiest way to top up balances. We will reintroduce the top up machine in the canteen during Term 1.
- **SEND:** we appreciate returning to school in September with additional learning needs will be challenging. Mrs Slater will be contacting all families with an Education, Health and Care Plan to discuss their return in September. Parents/carers of children with SEN are encouraged to contact Mrs Slater for a supportive discussion around their child's individual needs.
- **Shielding students:** we note the change in guidance from August for members of the community shielding. We ask all parents/carers to inform Mrs Crocker or Mr Davies now if their child will not be able to attend school in September due to medical reasons so that we can plan their provision for September.
- **Equipment:** all students should arrive at school properly equipped and ready to learn. Please ensure that your child has the following equipment with them on all days:
 - Black pens
 - Green pens
 - Pencils
 - Highlighters
 - Coloured pencils
 - Ruler (30 cm)
 - Protractor
 - Glue stick
 - Pencil case
 - Planner (supplied through school)
 - Reading book
 - Scientific calculator (the [Aurora Dot Matrix scientific calculator](#) is the best value that we are aware of and is available online).
 - Hand sanitiser (optional but highly recommended)
 - Water bottle

We trust this information is useful and clarifies some of the questions you may have. Inevitably there will be further questions and we ask you to contact us at school@skdrive.org. We will answer questions in future correspondence during the summer break along with any changes.

Thank you to parents/carers for your patience and support during the recent period and we look forward to a smoother academic year from September 2021.

We wish all our families a safe and happy restful break and look forward to bringing our whole community back together again in September.

Kind regards





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Headteacher

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