



31 August 2021

Dear Parents/Carers

I hope this letter finds you and your families well and your child/ren are very much looking forward to returning to school at the beginning of September. For those families joining us in Year 7, a very warm welcome to you.

The beginning of term is nearly upon us and our site has been improved in a number of places during the break, with classrooms and faculty areas looking better than ever - there will be a few surprises. The new sports hall roof has also been completed and is ready for plenty of sporting action in the new term. For those that watched the Olympics, no doubt you were all inspired by all the athletes. A great reminder of how important sport and setting goals is for us all. I am sure you join me in congratulating our gymnast, Amelie Morgan in Year 13, who returned with an incredibly heavy Bronze medal - a stunning achievement and a reminder of what is possible when we focus our minds.

Further to my letter in July, we have carefully considered the DfE guidance and carried out a full risk assessment for our safe return. The risk assessment will be shared later this week. We have included some details below for reassurance as you begin preparations for a smooth return to school.

When is my child returning to school?

We are operating a staggered return to school as per the details below. The first week in September is outlined below and full [term dates](#) for next year are available on our website.

Thursday 2 September

Friday 3 September

Monday 6 September

Tuesday 7 September

Wednesday 8 September

Thursday 9 September

INSET DAY (closed to all students)

INSET DAY. Year 12 and Year 13 to attend on site testing from 1pm.

Year 7, Year 11 and Year 13

Year 7, Year 10, Year 11, Year 12 and Year 13

Year 7, Year 9, Year 10, Year 11, Year 12 and Year 13

All year groups

Specific arrangements for these days are highlighted in the table below. Please find below 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.**

Will my child be taking a Lateral Flow Test?

Each student will be asked to complete two tests in school, 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 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:

If you have yet to consent, please do so via the forms linked here ([Year 7](#)) ([Years 8-13](#)). If we do not hear from you by 31 August 2021 then we will assume the consent you gave in March is correct. If your child has tested positive for Covid-19 in the last 90 days, please inform us via the consent forms linked above.

	Y7	Y8	Y9	Y10	Y11	Y12	Y13
Friday 3rd September (Sixth Form Testing only)						First test (1pm onwards)	First test (1pm onwards)
Monday 6th September (Yrs 7, 11 & 13 in school)	First test				First test	In school	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

During the LFD registration process, your child/ren will be given the test record. If your child/ren does not hear from us following their test, their LFD is negative. Please use the barcode to register your child's test result [here](#).

Following the completion of the on-site lateral flow tests, students will be asked to test at home on Monday and Thursday until further notice. We have been informed by the Department for Education that this requirement will be reviewed at the end of September.

Where does my child go on their first day back?

All students should arrive onsite by 8:30 and walk to the tennis courts where they will be welcomed by their tutor. Sixth Form students should come directly to the Sixth Form block.

What does my child wear on their first day back?

On the first day back only, please ask your child to bring their PE kit with them (Years 7-11 only). Sixth Form students are to follow the normal dress code. If there are elements of their PE kit which you are yet to purchase, please send them in a white T shirt and black shorts with shoes appropriate for outdoor activities.

What is happening on my child's first day back?

After being welcomed by their tutor, the day will involve time with their tutor group, LFD testing (for years 7-11), sporting activities and lessons. **Note: Year 7, 11 and 13 returning on Monday 6 September will have enrichment, finishing at 3:50.** Year 11 students should bring a revision guide or some revision material which will be used as part of their first session. Sixth Form will attend all timetabled lessons after an assembly.

What do I do about my child's uniform?

There has been significant disruption to supply chains over recent months which has left many parents/carers feeling frustrated as they prepare for the new school year. Monkhouse have assured us they are working through the orders and dispatching all uniform as quickly as possible and before the start of term. We share

your frustration with this situation and understand this is less than ideal as you prepare for the start of the new academic year and wish your child/children to be in full uniform. We will continue to work with all families to ensure uniform is obtained or temporary adjustments made where necessary. For example, appropriate trousers/skirt with a white shirt/polo top. Please be reassured there will be no consequences for this delay in uniform.

When will my child in Year 8 or 9 be issued with new trousers/a skirt?

If your child is going into Year 8 or 9 and was not present at the end of Term 6 when measurements were taken, this will take place during the first week back i.e. week commencing 6 September.

What support is available for purchasing the uniform?

Any child in receipt of the Pupil Premium receives an automatic discount on all items of uniform. To obtain this, you must order your uniform via sso@skdrive.org. Should you have any concerns around purchasing any item of uniform, please contact your child's Head of House for support.

What protocols will be in place to keep everyone safe from September?

Our risk assessment details our full assessment and below are reminders of routines and personal responsibilities

- **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 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 month's notice. Should there be any disciplinary issues on buses, they 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 now had confirmation that the dedicated X4S service which was government funded for the last year will no longer be in operation but the regular X4 public bus service will operate at full capacity. 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:** Unless medically exempt;
 - Students must wear face coverings on both the public buses and our school buses.
 - Students must wear face coverings in the canteen and when queuing/accessing any food outlets.
 - Students must wear face coverings in corridors.
 - Students must take responsibility for bringing a face covering to school.
- **Hand hygiene and safety:** washing and toilet facilities will be shared and we will continue to promote good hygiene across the site, including the catch it, bin it, kill it, with appropriate bins for all tissues. We encourage students to bring tissues to school. There are hand sanitising stations upon arrival to school and on the entry and exit of each block.
- **Cleaning:** we will be continuing with an enhanced cleaning programme, including regular cleaning of touch points including door handles and light switches through the day. This is good for the general health of the school, reducing the spread of many infections, not just COVID-19.
- **Ventilation:** we will continue to keep windows and doors open where possible to maximise the airflow throughout each day. We will continue to monitor temperatures and advise on any changes to dress code in due course.
- **Staggered lunchtime and end of the day:** our new school day reduces student numbers during peak times at lunchtime and at the end of the school day.

- **One way system:** we will retain many 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.

What should I do if my child has symptoms of COVID 19?

Anyone showing any of the symptoms of COVID-19 (however mild) should not attend school. They should self-isolate, and book a PCR test as soon as possible. Any student displaying any of the symptoms of COVID-19 in school will be sent home to self-isolate and book a PCR test. The common symptoms of COVID-19 include:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you have noticed you cannot smell or taste anything, or things smell or taste different to normal. Please remember that lateral flow tests are not designed for people with symptoms. If you have symptoms, you must book a PCR test.

What will happen if a member of staff or a student tests positive from a PCR test?

From September, NHS Test and Trace will be responsible for contact tracing. This means that we will no longer send home close contacts of confirmed cases, unless instructed to do so by NHS Test and Trace. If a student (or a double vaccinated adult) is identified as a contact of a confirmed case of COVID-19 from September, they will need to take a PCR test at a local testing centre as soon as possible. They would be required to self isolate if the test result is positive, following the instructions from NHS Track and Trace.

What will happen if someone in my household has a positive LFD?

They should isolate and book a PCR test as soon as possible. They should not return to school until the outcome of the PCR test is confirmed. Other members of the household can continue with normal activities if they have been double-vaccinated or are under 18yrs 6mths old.

What will happen if someone in my household tests positive for COVID-19 from a PCR test?

From September, anyone with a positive COVID-19 PCR test result must self isolate. Other members of the household should remain vigilant and children (under 18yrs 6mths) should continue to attend school, following all precautions to keep everyone safe. (Note: someone who has tested positive within the past 90 days and who does not have symptoms is not required to take a PCR test and should remain vigilant for any symptoms).

We will continue to provide remote education through shared resources on Google Classroom to any student required to self-isolate with a positive test for COVID-19. Contact isolations are likely to be short, as PCR test results are usually returned within 24 hours, so keeping any disruption caused by these isolations to a minimum.

A few reminders:

- **Arrival on school site:** all students must be on site by 8:30 for a punctual start to each day. After their first day back, 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.
- **Lunch:** ParentPay is the easiest way to top up balances. We will reintroduce the top up machine in the canteen during Term 1.
- **SEND:** 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.

Thank you to parents/carers for your continued support and we look forward to bringing our whole community back together again shortly.

Kind regards



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