

17th July 2020

Dear parent/carers,

Arrangements for September

Further to my confirmation last Friday that we will open full time to all year groups, I am writing to outline the arrangements as they currently stand. I will write a week before students are due to return to take into account any changes over the summer period.

Lesson Time

In line with government guidance, years ten, eleven and sixth form will be in whole year bubbles to allow for the teaching of option subjects. Year nine will be in a smaller number of bubbles, also in line with advice from the Department for Education. Classes will be taught their normal timetable with their allocated teachers, observing current guidance.

Social Time

Each year group will have its own 'indoor and outdoor zones' at breaktimes and lunchtimes. A much simpler 'Grab and Go' system will be in operation in the canteen at lunchtime and there will be no breaktime service to start with. All payment will be cashless and catering staff will ring each students' payment through the till. More staff will be on duty at both break and lunch to ensure measures are enforced.

Movement around the school

Momentary transitions are not deemed high risk. We will use a one-way system on the second and third floors of the main buildings and every available door throughout the school.

Cleaning and hygiene

Desks and chairs will be wiped between every lesson where the incoming group is outside the bubble of the departing group. All guidance with regards to the use and cleaning of educational materials will be adhered to. Additional cleaning will be carried out throughout the day. There are currently sixty-seven hand sanitisers across the school and good hygiene habits will be regularly reinforced.

Other measures

Students will wear their school uniform. On a day when they have PE they should attend in their PE uniform. Students should have their own personal stationery.

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Please do not send your child into school if they display any symptoms of COVID-19. If your child becomes unwell with symptoms during the day, they will be looked after in an isolated room until you are able to collect them.

Transport

We are currently awaiting details from Suffolk County Council about school transport. Students should avoid public transport wherever possible.

Risk assessment

You can access our risk assessment as of today on our website.

Finally, I would like to reassure you that we will monitor the government advice throughout the summer holiday, including the use of masks and confirm our arrangements a week before the students return.

We are really looking forward to seeing our new year nine and twelve students at 9am on Friday 4th September and the whole school at 9am on Monday 7th September when students will receive full details of the plans in place and start their lessons. 'The Accolade' and our current plans for the results' days will be sent home on Wednesday.

In the meantime, I wish you all an enjoyable summer.

Yours sincerely



V Neale
Headteacher