



Monday 1<sup>st</sup> March 2021

Dear Parents/Carers

Following my initial letter on February 25<sup>th</sup>, I am now writing with detailed arrangements for the return of all students to school from March 8<sup>th</sup>. All of the staff are very much looking forward to welcoming the students back into school and getting back to face to face teaching and all of the routines that support our students with their learning and well-being. It is important that you read this letter carefully with your child/ren, so that everyone is clear on expectations on the return to school in order that we ensure everyone's safety. **All students will have returned to school, in a staggered approach, by Wednesday 10<sup>th</sup> March.**

### Lateral Flow Testing

**All students will be offered the opportunity to have a series of lateral flow tests on the return to school.** Lateral flow tests are an important part of the effort to reduce infection rates and I would urge students to take up this opportunity. **The more students who are tested the less likely we are to see infection in school and have children self-isolating for 10 days again.**

If you have not already completed the consent form for your child/ren you can do so here:

<https://forms.office.com/Pages/ResponsePage.aspx?id=43ymUm9EJ0G4TAzw1UgBs19rvTdtL5GjUDNkenPHrJUNkpZWVE1QTdDQ0dLTjQ5WEg0NUppNEw1Ni4u>

**Please complete this form by 3pm tomorrow, Tuesday 2<sup>nd</sup> March 2020.**

Your child/ren will not be able to just turn up for a test on the day, as we have to have your consent to pre-book them. Sixth Form students can consent on arrival as they are 16 or over. Students will have three LFT tests in school, 3-5 days apart. They will then be offered home testing kits and asked to test twice a week at home. The results of these tests will need to be recorded and shared with school and the NHS. There will be further information about home testing nearer the time. Staff at school will also be testing twice a week using home testing kits.

### Lateral Flow Tests in school

The LFT session times below give you an indication of when the year groups will be tested. Students, who are being tested, cannot go back to face to face learning before receiving a negative test result. **Therefore the exact appointment time your child is offered will not necessarily be the normal start to the school day.** This will be for the first test only, as after this point students will be back in school as normal. **Appoint times will be sent by text to you via Group Call by Wednesday 3<sup>rd</sup> March (Sixth Form) or Thursday 4<sup>th</sup> March (Years 7-11).**

As the DFE have allowed schools to begin testing early for some students, where possible, **we will be offering our Sixth Form students a test on Thursday 4<sup>th</sup> March.** We are not able to offer students in other year groups a test as it would not be practical. This is because, before 8<sup>th</sup> March, students can only come in for their test then they have to return home and many of our students have to travel to school. For this session only Sixth Formers will need to come to school for their test and then return home. These students will receive separate instructions.



**Testing Schedule for first LFT tests**

<b>Date</b>	<b>LFT session</b>	<b>Year Group</b>
Thursday 4 <sup>th</sup> March	10.30am-2.00pm	Year 12 and 13
Monday 8 <sup>th</sup> March	8.45-12pm	Year 11
Monday 8 <sup>th</sup> March	12.30-3.00pm	Year 12 and 13 second test
Tuesday 9 <sup>th</sup> March	8.45-12pm	Year 10
Tuesday 9 <sup>th</sup> March	12.30-3.00pm	Year 9
Wednesday 10 <sup>th</sup> March	8.45-12pm	Year 7
Wednesday 10 <sup>th</sup> March	12.30-3.00pm	Year 8

Students will have their second and third test in school, with times communicated to them once they return to school.

**If your child tests positive in our testing centre, you will be contacted so that you can pick them up and your child and household would need to follow government guidance for self-isolation.** Any students who are identified as close contacts would also need follow government guidance for self-isolation.

**Please note our onsite provision for key worker and vulnerable students will be closed on Monday 8<sup>th</sup>, Tuesday 9<sup>th</sup> and Wednesday 10<sup>th</sup>,** due to staffing pressures caused by the testing – if this causes significant problems please contact Mrs Cornell before Wednesday 3<sup>rd</sup> March at [cornell.k@thecoleshillschool.org](mailto:cornell.k@thecoleshillschool.org). These students will of course return to school with the rest of their year groups.

**School expectations and routines**

As we continue to be in a national pandemic, all of the routines and expectations from the School Management Plan will remain in place. This includes measure such as:

- Year groups will remain in bubbles
- Arrival zones on entry to school, which are the same as in December, apart from Year 7 who go to the Tennis Courts
- Year groups will have designated spaces for social time
- Staggered exit from school at the end of the day

Students must follow the school Behaviour Policy. It is essential that students remain within their year group bubble on return to school. If students are found mixing outside their year groups sanctions will be applied, beginning with detention and ultimately ending in exclusion if needed. This is of paramount importance to keep everyone safe.

The School Management Plan can be viewed in full here:-

[https://thecoleshillschool.org/uploads/PDF/LettersParents/2020-2021/TCS\\_updated\\_management\\_plan\\_March\\_2021.pdf](https://thecoleshillschool.org/uploads/PDF/LettersParents/2020-2021/TCS_updated_management_plan_March_2021.pdf)

**Face Coverings**

The government have advised that *‘staff and students in secondary schools and college should wear face coverings in all areas, including classrooms, where social distancing cannot be maintained’*. We will be following this guidance, which is due to be reviewed at the end of this term. **For our students the general**



**rule will be “masks on unless eating or active i.e PE or break time sports and games”.** Please ensure that your child has masks including spares and knows how to use them. Any exemptions will need to be applied for by emailing Mr Bailey, who is our Assistant SENDCo [bailey.a@thecoleshillschool.org](mailto:bailey.a@thecoleshillschool.org)

Exemptions apply to those who;

- cannot put on, wear or remove a face covering because of a physical impairment or disability, illness or mental health difficulties
- speak to or provide help to someone who relies on lip reading, clear sound or facial expression to communicate

Students who are granted exemption will be asked to wear the nationally recognised green lanyard.

### Ventilation and Uniform

Due to the updated guidance around ventilation, windows in most classrooms will need to be open, even if it is cold. Students will be allowed to wear their coats if needed, but may wish to also wear base layers under their uniform. Students will not be allowed to wear hoodies. On days where students have PE, they will need to come to school in their school PE kit.

Please use the next week to work with your child/ren to support them in getting into a school ready routine and ensure they have the correct equipment and uniform, including no jewellery or piercings and correct PE kit, as non-school PE kit will not be acceptable.

### Staff Training day postponed and remote learning activities from Friday 5<sup>th</sup> March

**The calendared staff training day on March 15<sup>th</sup> has been postponed**, with a date to be confirmed in the summer term. This is so we can support the students to make the most of their learning time, as they return to school. In order to ensure staff can prepare fully for the return of students on Monday 8<sup>th</sup> and in view of the logistical arrangements in school of testing and teaching the students face to face, including bespoke well-being and personal development activities, teachers will be setting remote learning activities on Friday 5<sup>th</sup>, Monday 8<sup>th</sup> and Tuesday 9<sup>th</sup> March; students will receive activities for their full timetable, uploaded by 9.00am each morning on these days. **Therefore, there will be no live lessons or tutor sessions after Thursday 4<sup>th</sup> March. All students will receive face to face teaching and tutor sessions from Wednesday 10<sup>th</sup>**

We are incredibly proud of our students, who have managed to continue to learn through the remote education offer that we have had in place. We now look forward to welcoming your child back to school from 8<sup>th</sup> March.

Best wishes

Ian Smith-Childs  
Headteacher