

1 March 2021

Dear Parents and Colleagues

“I tell you the truth, if you had faith even as small as a mustard seed, you could say to this mountain, ‘Move from here to there’, and it would move. Nothing would be impossible.  
Matthew 17:20

I must start by thanking everyone for your support during lockdown three. Every member of staff, parent and pupil has pulled together to get through such a dreadful experience and one I hope we never have to repeat. We will now look towards our return and how we intend to get everyone back safely and ensure we open up as much of the school as we possibly can.

The opening and how we will return. Here is a reminder of what rules have been in place previously and will continue to be until Easter (further updates will follow):

- One way systems.
- Staggered movement and lunch times.
- Increased social spaces provided.
- Designated toilets for year groups.
- Wearing PE kit all day when you have the subject.
- Masks compulsory in all indoor spaces (except staff if 2m rule observed)
- Continued additional and regular cleaning.
- Sanitizing stations.
- No parents to visit school without an appointment.
- Significantly increased hand sanitizing routines and stations.
- Continued use of Google Homework/Classrooms.
- Staff redeployed to assist with testing and support.

Normal timetable commences. It is important to understand and ensure we follow the guidance issued and updated to pupils after testing one.

- No mixing with pupil other than the ones in your year group.
- Face masks are compulsory. Staff can decide if they wear masks if they keep 2m apart.
- Only year group assemblies.
- Ensure you keep 2 metres away from people where possible.
- Wash hands regularly, using the sanitizing equipment provided in every building.
- A full-time cleaning team will be in operation between 10.00 am and 3.00 pm.
- You should only go for lunch at your allocated times.
- Sixth Form will use the 6 degrees Café, 21 and Dining Room at break time.
- Signs and instructions must be followed at all times
- Social times must only be undertaken with your year group

- On arrival to school go straight to Form Rooms.
- No early passes for lunch
- The uniform will be the winter version. School Shop appointment only.
- Organised sport can be mixed bubbles as long as outside.
- 6<sup>th</sup> Form pupils will use the Café 6 degrees at Lunchtimes. No leaving site.
- Break food will only be available on the allocated day per week for all year groups except 6<sup>th</sup> Form. Each year group will be given one break time day in the Dining Hall per week.
- Electronic consent forms for testing are available on the Parent Portal under Interactive > Electronic Forms (printable version also attached).

**Below is our outlined plans for testing so we can begin on Monday 8<sup>th</sup> March without distractions. All testing will be in the SLH.**

All KGS/KGJS staff please park on the Quad on both days.

Thursday 4<sup>th</sup> March    9.30am-11.30 am First Year pupils  
                                   11.30am-1.30pm Second Year pupils  
                                   1.30pm-3.30pm Third Year pupils  
                                   3.30pm-5.30pm Fourth Year pupils

Friday 5<sup>th</sup> March        9.30am-11.30am Fifth Year pupils  
                                   11.30am-1.30pm Lower 6<sup>th</sup>  
                                   1.30pm-3.30pm Upper 6<sup>th</sup>

Pupils need to be dropped off and picked up at the allocated times. No parents will be allowed on site but can park and wait at the Senior School or Junior School Car Parks. Please ensure you have completed an electronic consent form for your child/ren before their test or they should bring a completed copy of the attached consent form with them to school. Further (voluntary) tests will be taken during the first two weeks of school

Pupils will be tested and given a short assembly on the allocated day. All lessons will be delivered through Google Classrooms on both days and will not be live but still appropriate and relevant. Masks must be worn at all times except during testing. Siblings must attend all together with the oldest sibling and will be catered for as a separate bubble.

Teachers can collect their test kits from Monday 1<sup>st</sup> of March (staff trays) to be tested every Sunday/Wednesday on a weekly basis. Please collect them from your pigeon hole in the Staff Common Room – ideally on Tuesday, Wednesday or after 3.30pm on Friday this week to avoid contact with pupils arriving for testing. Staff need to be reminded that we are unable to wear

visors or plastic guards. Associate Staff test kits can be collected from Mrs Suffolk in the Bursary.

Key Workers Children will be tested separately on Monday and Friday of this week and do not need to join the main groups unless they have missed the days allocated.

Boarding House pupils will be tested twice a week in the Boarding House and will not need to join year group testing.

The systems of controls set out are not exhaustive and allow schools to follow the advice and ensure that the following is in place:

- Minimise contact with individuals who are unwell and report to NHS Track and Trace
- Clean hands thoroughly and more often than usual
- Ensure we follow 'catch it, bin it, kill it' approach
- Introduced enhanced cleaning procedures
- Minimise contact between individuals outside of year groups
- Ensure PPE equipment is provided and used where necessary

We will be giving pupils further instructions and guidance during the first week back. At this point, we only want to set clear, reasonable and proportionate standards of rules and behaviour, most of which should be common sense and made as simple as possible so plans can be understood by everyone and implemented easily. Further test kits will follow to be distributed to pupils in the Senior School. Junior School guidance will be issued separately as the rules and routines are different. Testing kits for KGJS Staff will be ready to collect this week. The testing kits are now for all staff. We will no longer be offering weekly testing for staff. Once we have made a return we will announce further information regarding other matters previously discussed. We look forward to seeing you all back in school on the 8<sup>th</sup> March.

Yours sincerely

D H Berry

Headmaster