



# ASTLEY COMMUNITY HIGH SCHOOL

One of the Seaton Valley Federation of Schools

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Executive Headteacher: John Barnes

Head of School: Graham Scott

Dear Parents, Carers and Students,

I am writing to give you some further information about year 10 students returning to Astley Community High School w/c 22 June. This also applies to the provision for vulnerable children and the children of key workers from other year groups taking place at Whytrig MS.

Clearly, it will be an anxious time for students, parents/carers and staff alike. However, our staff are very keen to be back at school teaching the students, but are also naturally worried for their own health and that of their families. I hope that the information that I am about to share with you will reassure you that the health and safety of students, staff and all of our families is our prime concern.

Following the announcement from the Prime Minister indicating that schools could start to re-open, we started to draw up ways in which we could do this safely. The Senior Leadership Team (SLT) have put together very detailed and robust plans, in line with the Government and Northumberland County Council (NCC) guidelines, which are updated regularly, to ensure the safety of all students and staff.

I have outlined below how we at Astley will begin to open our doors and have our year 10 students return to school. These plans have been created based around the responses of parents who have told us their child will return to school w/c 22 June. Obviously, if there are any significant changes to the local or national picture, this could change again and we will update you accordingly:

## Timings of each day

- The start and end of school will be staggered for each group to make sure there are no congregation points and to minimise contact between groups of students. You will be provided with details about groupings very soon. It is therefore essential that your child arrives/leaves school at the time allocated below:

<b>Groups 1, 4, 7 &amp; 10</b>	<b>Start 8:45am</b>	<b>End 12.55pm</b>	<b>A</b>
<b>Groups 2, 5, 8 &amp; 11</b>	<b>Start 8.50am</b>	<b>End 1.00pm</b>	<b>B</b>
<b>Groups 3, 6, 9 &amp; 12</b>	<b>Start 8.55am</b>	<b>End 1.05pm</b>	<b>C</b>

- Year 10 students will be met by staff at Assembly Points A, B and C at the allotted time to ensure social distancing is followed (a 2 metre gap from other students should be maintained at all times).



- No child should arrive at school unless it has been confirmed in advance that they have a place in one of the groups and the Home-School Agreement has been completed.
- Parents are asked not to walk their children to the school gate to avoid congregation points and to minimise contact with others.
- Parents are reminded not to drop children off outside the school gates if arriving by car. Please park at a safe distance and ask your child to walk the remainder of the journey.
- Parents must not come onto school premises without an appointment.

## Teaching Groups

- Students will be working in groups of a maximum of 10 students with one teacher. SLT and admin staff will also be in school to support.
- There will be 12 groups of year 10 students created, with 3 groups in on any one day:
  - **Monday**                      **Groups 1, 2 & 3**
  - **Tuesday**                      **Groups 4, 5 & 6**
  - **Wednesday**                      **Groups 7, 8 & 9**
  - **Thursday**                      **Groups 10, 11 & 12**
- All Year 10 students will be based in classrooms (PE room, A3 or A5). They will have different routes into the school building.
- Students will be taught 4 lessons per day. English, Maths and Science each day, plus an option subject each week. The students will stay in the allocated classroom, but the staff will rotate groups maintaining social distancing requirements, but also ensuring quality teaching by a subject specialist in English, Maths and Science.
- Students will sit 2 metres apart from their peers at a single examination desk.
- Students will not be able to move around the room to talk to their friends, if their friends are in their group.
- Students will remain with their allocated group at all times.
- No work or equipment will be allowed to be taken home.

## Clothing and equipment

- All students should arrive in school wearing **non-uniform** which is comfortable and clean. We advise that clothes should be removed as soon as they return home and washed immediately.
- No equipment should be brought into school - students will be provided with pens and a folder containing all the resources that they will need and it will be theirs to use throughout this period. They will be able to store their work in it and it will remain in a “group box” until the following week and will not be used or handled by anyone else. **Please do not bring rucksacks or bags into school.**

## Food and drink

- Students should bring in a snack/s and drink in a disposable bag, so it can be thrown away (including any waste) afterwards. No refillable water bottles which need to be returned home please.

## Hygiene and Toilets

- Your child will be expected to wash their hands regularly.
- Hand sanitisers will be located in classrooms, entrances to school and office areas, where children will be expected to use them especially when entering and exiting buildings.
- Students will be allowed to use the allocated toilets for their group at any point, but this will need to be done one at a time to maintain social distancing.
- Tissues will be in each room for “Catch it, Bin it, Kill it”.
- Rooms will be cleaned thoroughly at the end of each day, hence the earlier finish.
- A deeper clean will take place every Friday, hence only 4 days teaching per week.

## Other considerations

- Staff will continue to set work for all students on Google Classroom, as obviously some are not returning to school and everyone who is, is only in school one day per week.
- Vulnerable children and the children of key workers from other year groups will be working in a separate group with work set in Google Classroom, as they have already been doing in the open school provision from 23rd March. These children will be based in classrooms at Whytrig MS.
- No assemblies, registrations or other gatherings will take place.
- Details about transport arrangements should have been clarified by NCC via a direct letter to those who need to access it.

When I think back to how we felt in March when we had to say goodbye to our students, I don't think anyone could have anticipated that we would ever have to make changes like this to our school.

Having read the above points, you may feel that the measures seem very strict and rigid. It is essential, however, that these procedures are followed, in order to protect all students and staff.

We will, therefore, be requiring parents to complete a “**Home- School Agreement**” which reinforces these expectations and this should be completed by **Monday 15 June 1pm.**

If you have any further questions, please do not hesitate to contact me.

Kind regards

Graham Scott  
Head of School  
Astley Community High School