



St Edmund Arrowsmith Catholic High School

Prepare the way of the Lord

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25 August 2020

Dear Parent/Carer

I hope that you and your families are well. On behalf of all the teaching staff I would like to state that we have all missed the daily contact with our pupils greatly and we are all looking forward to being together again in school, even if the experience won't be the same as in previous years.

I would like to make it clear that the safety of our pupils and staff has been paramount in planning for the re-opening of the school. Whilst I know that most of our pupils have not been in school since March, I am sure that they will all quickly adjust both to being back in school and to the new rules and procedures that we have put in place to comply with government guidelines. We will do our utmost to welcome our pupils in a calm, reassuring and orderly way, so that our staff and pupils can get back to the business of teaching and learning.

As a reminder from my previous letter, the details for our phased re-opening are repeated below:-

➤ Tuesday 1 and Wednesday 2 September	Staff Training Days
➤ Thursday 3 September	Year 7 and Year 11 pupils return to school
➤ Monday 7 September	Year 10 return to school
➤ Tuesday 8 September	Year 9 return to school
➤ Wednesday 9 September	Year 8 return to school

Your son or daughter will come home after their orientation day with a comprehensive information pack about how the school will be organised. However, please see some key points below:-

- If travelling by car: **St Oswald's Church Car Park** and the **Gerard Centre Car Park** on **Gerard St** are the designated dropping off points for parents bringing pupils to school by car. This will help to prevent congestion around the school, in particular Rookery Avenue, Vicarage Road and Warrington Road. It is essential that parents use these drop off points in order to avoid potentially hazardous congestion on the school car park.
- Opening Time: School will only be open from **8.00am** – as pupils will be supervised at all times throughout their days in school.
- Structure of the School Day: When pupils arrive in school, they will proceed to their designated year group (bubble) space until collected by their form tutors.
 - Period 2 will have a break included - Years 7 & 11 will have a break in different areas of school for the start of the period and Years 8, 9 & 10 will have their break in different areas of school at the end of the period.
 - Period 4 will be lunch time for Year 7 & 11, in their designated areas. Normal lessons for Years 8, 9 & 10.
 - Lunchtime will be at the usual time (1.10pm) for Years 8, 9 & 10 in their designated areas, Years 7 & 11 will have period 4.

- Food and Water: No snack service will be provided. If pupils require a break-time snack, they must bring one to school. There will be no access to the refillable water machines in school and water can be purchased at lunchtime only. Therefore your child should be provided with sufficient water to last throughout the day.
- Wisepay is changing and further details will follow separately.
- End of the school day: Year 7 & 11 will leave school at **3.00pm**
Years 8, 9 & 10 will leave school at **3.05pm**

Pupils' departure from school will be supervised by their period 5 teacher and social distancing will be maintained by pupils exiting by one of 3 routes according to where their final lesson of the day took place.

All pupils must have left the school site by 3.15pm to allow for enhanced after school cleaning procedures.

- The Government advice at the moment is that pupils do not need to wear face masks in school, although this is subject to change. However, if you wish your child to wear one, they will be able to do so as long as they follow the official guidance, which can be found [here](#).

In these changed times pupil behaviour must be excellent for our plans and procedures to work so that we can keep everyone as safe as we can in the circumstances. I expect pupil behaviour around school to be as good as it has always been, however, it is worth noting that if behaviour falls below our expectations or unsafe behaviour is witnessed, I will be asking parents to come to school to collect their child. I am not expecting this to be an issue, but thought it important to highlight our procedure to you.

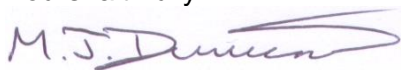
Our contingency plans moving forward in the case of a year group lockdown or local lockdown will be to continue with 'live lessons' using 'Microsoft Teams'. This app can be accessed by any internet enabled device (smart phone, tablet, laptop, desktop PC). If your child will be unable to access 'Microsoft Teams' in the event of a lockdown please contact school using the contact form on the website <http://www.arrowsmith.wigan.sch.uk> as soon as possible. You can download the app, which is free, by clicking [here](#).

Parents of pupils who travel to school by bus should have already received detailed information on this subject - please ensure that you complete the survey before **Friday 28 August 2020 at noon**.

We have all lived through a very strange and difficult five months, where our usual routines and procedures have been anything but normal. The same applies to the re-opening of our school; it will not be the normal experience of pupils attending our school, but by working together as we have always done, we will make the experience as safe and as productive as we possibly can. The Government have issued a lot of guidance about the re-opening of schools, if you would like to read through specific guidance for parents you can click [here](#).

I would like to take this opportunity to thank you all for your continued support and encouragement, your feedback is always greatly appreciated, we are looking forward to welcoming your son or daughter to school next week.

Yours faithfully



M J DUMICAN
Headteacher