

1st March 2021

Dear Parents/Carers,

I am writing to you to give you further information about our re-opening arrangements for the return to school for Secondary and 6th form Students from Monday 8th March. I have organised information under a series of headings or questions for easy reference for all.

School attendance and a staggered start during the week of 8th March

The latest [government guidance](#) on school reopening says schools can welcome students back on a phased basis during the week of 8 March to help manage our coronavirus lateral flow device (LFD) testing programme that we will carry out over two weeks.

We will operate a staggered start and by Wednesday 10th March, all year groups will have been welcomed back into school to resume on site education following the normal timetable of hours.

The following table gives you further information about start dates and times for every year group at Waverley Studio College:

Date and Time of arrival week of 8th March:

ARRIVAL DATES & TIMES	Monday 8 th March	Tuesday 9 th March	Wed 10 th March	Thurs 11 th March	Friday 12 th March
11 Oxford	09:15am	08:45am	08:45am	08:45am	08:45am
11 Cambridge	10:15am	08:45am	08:45am	08:45am	08:45am
11 Birmingham	11.15am	08:45am	08:45am	08:45am	08:45am
11 Liverpool	1.45pm	08:45 am	08:45am	08:45am	08:45am
10 Oxford	Remote Learning	10:15 am	08:35am	08:35am	08:35am
10 Cambridge		11:15 am	08:35am	08:35 am	08:35am
13 Business		1.15pm	08.55am	Work Experience	08.55am
13 Health & Social		1.45pm	08.55am	Work Experience	08.55am
13 Science		2.15 pm	08.55am	Work Experience	08.55am
13 Childcare		2.45pm	08.55am	08.55am	Work Experience
12 Business		Remote Learning		10.15am	09.05am
12 Health & Social			11.15am	09.05am	09.05am
12 Science			12.15pm	09.05am	09.05am
12 Childcare			1.45pm	Work Experience	09.05am

PLEASE DO NOT SEND YOUR CHILD INTO SCHOOL BEFORE THE DATE AND TIME IN THE TABLE ABOVE

Where does my child go when they arrive to school from 8th March to 10th March?

Pupils are expected to arrive to school at the stated time in the table above. It is important that your child arrives on time and not before as there will be no entry into school (if they do, they will be asked to wait outside of the building until their allotted time). Students will arrive at the main gate and will be directed by staff towards the entrance. At this point, students that have consented to testing will conduct their first LFT test. Students that have not consented, will be directed towards a separate entrance and then escorted to their tutor room.

Attendance to school from 8th March

Mandatory attendance by law will be in force to allow schools to open at full capacity. Our usual rules on attendance will apply.

During the week of 8th March, the government is allowing a staggered start to accommodate the LFD testing and this will not negatively affect attendance codes.

The normal school timetable from Wednesday 10th March and students attend every day. Times are listed below as reminder for all students:

Mondays and Tuesdays

	<u>Year 10</u>	<u>Year 11</u>	<u>Year 12</u>	<u>Year 13</u>
<u>Start Time:</u>	08.35am	08.45am	08.55am	09.05am
<u>End Time:</u>	15:45pm	15:35pm	15:25pm	15:25pm

Wednesday-Friday

	<u>Year 10</u>	<u>Year 11</u>	<u>Year 12</u>	<u>Year 13</u>
<u>Start Time:</u>	08.35am	08.45am	08.55am	09.05am
<u>End Time:</u>	2.55pm	3:05pm	2:45pm	2:45pm

Students who are classed as 'extremely clinically vulnerable (ECV)

In line with the latest government guidance, Students who are **clinically extremely vulnerable (ECV) should not attend school**. If your child is in this group, they should continue to learn from home until further notice. It is important that you notify the school if your child is classed as ECV, as we will ensure that we offer the support we can and of course that your child can continue their education remotely. If a student has received a letter for shielding it is important that parents/carers notify us and provide us a copy of the letter for our files. Please contact our enquiry email for communication.

For students who are self-isolating or shielding we will continue to set work via the assignments function of Microsoft Teams.

Further information can be found here:

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

School Uniform

All students will be expected to wear full school uniform including their lanyard from the first day back to school. PE kit will also be worn for PE lessons. Please see the school website for further details about our school uniform. Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

Visitors on site including parents and carers

There will be strict control of who is allowed on site in order to prevent infection. If you wish to talk to a member of staff, please use other forms of communication such as a phone call or an email to our enquiry email. Any visitors on site will be by prior appointment only.

Parents and carers coming on site or/and dropping of and collecting children at the beginning and end of the school day

We want to minimise any gathering of people at the school gates or on site, so please do not come on site unless you really have and not congregate at the school gates. During arrival and end times, please meet secondary age pupils in front of the school gates, or preferably away from the school site.

Devices loaned (laptops or tablets) to pupils and families

Those families who have been loaned a device from school will keep the device for now in case any student needs to self-isolate and/or work remotely during this time. Families will be notified of a date and a time when they will hand back the loaned devices back.

Free School Meal Provision from 8th March

For those entitled to benefits related Free School Meals vouchers, these will stop when children return to school. All children in receipt of free school meals will receive their entitlement in school at lunchtime from 8th March in school. Due to our staggered starts, you will be able to collect a packed lunch from school if your child is working remotely between 8th and 12th March, however, we do need to know if you want this facility, so please call main reception daily to request the lunch by no later than 10am every morning.

Finally, We will continue to keep in touch if we update our re-opening plans or if we need to make changes due to new government guidance.

Warm regards,

Matt Morton-Hire

M Morton-Hire

Principal, Waverley Studio College