

25th August 2020

Dear Parent/Carer,

Re: September Start for Year 12 & 13 Students

As per my letter of 14th July, please be reminded of the return to school schedule for Year 12 and 13 students:

There will be a staggered start in September for different year groups.

- The first day for Year 12 students is **Thursday 3rd September 2020 8.55am – 3pm**
- The first day for Year 13 students is **Friday 4th September 2020 10am – 3pm**
- Please note that on **Friday 4th September 2020** Year 12 students have a later start **11.20am - 3pm**
- On arrival at school, Year 12 and 13 students should go to the **main entrance** and up the central stairs to the **Languages corridor**, our teaching pod.

Children will be in year group 'Pods' to minimise the number of daily contacts with others that each pupil has. Timings for arrival to school and departure will vary depending on the year that your child is in, these must be adhered to at all times to allow for social distancing between Pods and to avoid congestion.

Attendance from September

Other than in exceptional cases, or where a student's absence is otherwise authorised, it is the Department for Education's expectation that students attend as normal from September. It is important that you discuss any concerns on attendance with the school as soon as possible to avoid further escalation. For more information from the Department for Education on this, please [click here](#).

For information regarding quarantining following a return from a foreign trip, please [click here](#) for government guidance.

Information from Director for Achievement Key Stage 5, Mrs Jones

- There will be a signing in and out book at the entrance to the pod. It is imperative that ALL students use this system in order to keep accurate attendance records and for health and safety purposes
- Lunch and break times will be staggered to minimise contact between year group pods. Year 12 and 13 break time is 10 -10.20 am and lunch will be 1.20 – 1.50pm
- Students will be expected to follow the sixth form dress code, be ready and prepared to learn. Please [click here](#) to see details of the dress code on our website.
- Students are expected to bring their own equipment. They will need a range of stationery, depending on the A level subject choices they have made. Their teachers will inform them of any specialist equipment required during the first week back. They will also need separate folders and dividers for each A level subject. Bringing their own items in this way minimises contact.
- Students will be able to purchase lunch from the restaurant/café during their allocated lunch time slot. Please note, that this will be a 'grab and go' service and Year 12 and 13 have two leisure areas in the languages pod to spend their lunch and breaktimes. Sixth formers are allowed to leave the site at lunchtime as long as they sign out.
- If students do have access to their own laptops they are welcome to bring them for use in school during study lessons. This will cut down the risk of sharing laptops with other students. ISD can issue WiFi passwords.
- Any student with their own car can use the car park but must register their vehicle with Mrs McNish.

General Information:

- We would like to limit the amount of cars on site so ask you to drop off your child outside the school gate (except for those who need to use the disabled bays).
- Please [click here](#) for the bus information on our website.
- Unfortunately, lockers will not be available to students this year. Any queries of those who have already reserved a locker, please contact ILS Lockers directly at sales@ilsschools.co.uk.

Behaviour Policy Addendum

Please note that in light of the changes introduced this September, there is a new Addendum to the school Behaviour Policy. It is **very important that all parents, students and staff read and understand this document and adhere to it**. The Addendum is sent alongside this letter, or you can [click here](#) to see it on our website.

Public Health England does not (based on current evidence) recommend the use of face coverings in schools. They are not required in schools as students are mixing in consistent groups and because misuse may inadvertently increase the risk of transmission. We will continue to follow this guidance for students.

To minimise risk further we have:

- Enhanced our cleaning practices (protective measures, such as regular cleaning and handwashing will, of course, continue)
- Staggered starts, finishes, breaks and lunches
- Cleaning stations in all rooms
- Minimal contact between year group Pods
- Clear induction for all students in September so that they are fully aware of the procedures we have in place to keep them safe
- Minimal visitors onto site (these will be authorised by the Principal).

School will look very different in September when your child returns and we want to support them fully with their transition back into learning. It is imperative as we work in these unusual times that we all work together and ensure that our children are back and engaging in learning, but more importantly that all are safe whilst doing so.

We very much look forward to our full re-opening in September.

Yours faithfully,



Mrs Meena Gabbi
Principal



Mrs Kerry Jones
Director of Achievement KS5