

28th August 2020

Dear Parent/Carer

September opening plans

I hope you and your family have enjoyed the summer and are looking forward to your child returning to school next week; further to my letter dated 15th July regarding the school's September opening plans I have highlighted below the following "interim" arrangements in accordance the latest Department for Education guidance; these arrangements may be updated when and where the guidance is updated or to reflect local or national procedures. Hopefully these "interim" arrangements will be short-lived and we will be in a position sooner, rather than later when we return to "normal" school life.

SCHOOL WILL REOPEN ON WEDNESDAY 2ND SEPTEMBER FOR YEAR 7 ONLY

YEARS 8 – 11 WILL RETURN TO SCHOOL ON THURSDAY 3RD SEPTEMBER 2020

The school has been organised into 'year group bubbles', which consist of classrooms with all students sitting at forward facing desks. This 'bubble' will allow us to keep cross year group contact to a minimum whilst still providing your child with a full curriculum offer. Students will be allocated to a classroom and will have their lessons within that classroom. All year groups will have their break and lunch times on a rotational basis to again keep cross year group contact to a minimum.

Year 7	Room 13, Room 14, Room 15, Room 16 and Room 17 (in tutor groups) Entrance and Exit to the school building by the main student entrance
Year 8	Room 19, Room 20, Room 21, Room 22 and Room 37 (in teaching sets) Entrance and Exit to the school building by the D&T entrance (external door, near the hub)
Year 9	Room 7, Room 8, Room 9, Room 10 and Room 12 (in teaching sets) Entrance and Exit to the school building near the finance office, please go across the corridor and out of the door leading to the entrance near LRC
Year 10	Room 25, Room 26, Room 27, Room 28, Room 29, Room 31, Room 32 and PAC (in teaching sets) Entrance and Exit to the school building by Room 29 or via classroom external doors
Year 11	Lab 1, Lab 2, Lab 3, Lab 4, Lab 5, Room 6, Room 35 and Room 38 (in teaching sets) Entrance and Exit to the school building by external doors

Full details of the plans for reopening and a video guide to the layout of the school can be found on the school website, Covid-19 section, Student, Parent and Carer guidance. <https://swiftacademies.org.uk/covid19/>

The Government have also produced information and practical guidance for the return to school which can be accessed via www.gov.uk/backtoschool



Arriving at school

No students should arrive at school before 8.45 am. The school day will run as normal from 8.55am to 3.25pm.

The latest government guidance on travel to school is outlined below:

Wearing face coverings when travelling to and from school

Most children and young people aged 11 and above are now required to wear a face covering on public transport. This does not apply to children and young people who:

- * have a disability that means they cannot wear a face covering
- * would find wearing a face covering severely distressing
- * are travelling with someone who relies on lip reading to communicate

Please note that the school's transport provider's policy is that children and young people aged 11 and over are required to wear a face covering when travelling on dedicated transport to the school, apart from those who are exempt.

If your child needs to share a car to school with someone outside of their support bubble or household, they should:

- * share with the same people each time
- * open the windows for ventilation
- * if they are over the age of 11, wear a face covering

If your child has been wearing a face covering before arriving at school, they must understand how to remove it and how to keep it or dispose of it safely. We will have a process in place for students to dispose of disposable face coverings when they arrive at school.

Children and young people must:

- * clean their hands before and after travelling to or from their school
- * put any temporary face coverings they may have been wearing in a covered bin
- * place reusable face coverings in a plastic bag that they can take home with them
- * clean their hands again before heading to their classroom

Any students who walk to school must also use the hand sanitiser provided on arrival.

Wearing face coverings in school

Following updated Department for Education guidance, although it is not mandatory, face coverings may be worn on a voluntary basis by staff and pupils in general enclosed areas of school or while transitioning between classes in corridors.

The process for wearing and removing face coverings is as follows: -

Children and young people must:

- * clean their hands before and after wearing their face covering



- * place any temporary face coverings they may have been wearing in a covered bin
- * place reusable face coverings in a plastic bag that they can take home with them or store the face covering in when they are not being used

School uniform

In terms of school uniform, the guidance is clear that “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”. Therefore, the students will return in **winter uniform** which comprises plain black shoes/low heeled boots, black trousers, white shirt, school tie and school jumper. Uniform can be obtained from <https://elizabethsembroidery.morephotos.net/collections> and use the password (hurworth). Please use the link to book appointments or order online. If you are experiencing difficulties sourcing other items of uniform not available from Elizabeth’s Embroidery, please let us know and we will try to help.

PE lessons

The school’s position with regards to PE has been updated and students should therefore attend school in their school uniform and bring PE kit with them on the days they have PE lessons. As such the deadline for students to have secured school PE kit has been extended until Friday 18th September with the expectation all students will have school PE kit for their lessons commencing in the w/b 21st September. In the interim period if students do not have school PE kit they can wear sportswear that is as close to the school kit as possible.

Equipment

For individual and very frequently used equipment, it is recommended that students have their own items that are not shared, therefore we will expect all students to have pen, pencil, ruler, rubber and calculator with them on a daily basis. Students will be expected to bring a bag with them and this should be large enough to carry an A4 file in them. Students in Years 7-9 should also have an appropriate reading book with them.

Medical conditions

If your child has a condition which requires them to take regular prescribed medication, then they will be able to access this via the Main Office at the appropriate times. If your child has Asthma they must carry their inhaler with them. If your child has an Epi-pen they must also have their Epi-pen with them at all times.

Canteen facilities

There will be a choice of hot and cold food menu on offer at break time and lunch time. If your child brings a packed lunch to school, please send their lunch in a bag that can be disposed of after eating.

Water

There will be limited access to the water coolers in school, therefore all students should bring their own full water bottles with them – this should be of a size sufficient for their needs for the day. Fizzy or energy drinks are not permitted.

Attendance

All students are expected to return to school and the normal school attendance procedures will be in place. If your child is unwell you must telephone the office after 8.00am and before 9.00 am with a reason for absence. Parents/carers should maintain daily contact with school for the period of absence unless advised otherwise. If there is no contact from parents/carers to advise of the reason for absence (in line with our school attendance



and safeguarding policies), school will undertake first day calling and then may conduct a socially distanced home visit.

If you have been advised that your child will be unable to attend due to self-isolating, quarantine or if your child or a member of their household has a positive test, then please contact the school.

Mobile phones

If your child brings their mobile phone to school, their phone will be placed in a plastic bag in their form room and will then be collected for safe storage and then returned to them at the end of the school day.

Behaviour Expectations

The behaviour expectations of the school remain unchanged and we will expect all students to uphold these on their return.

If you have any concerns about your child before we return to school, then please contact the school office between 8.30 am - 4.00 pm; you can also contact the school via email enquiries@hurworthschool.org.uk

Routines

Returning to school in September is always hard for pupils, getting used to early mornings, structure and routine can be challenging. We welcome your support in ensuring that your child develops a routine ahead of returning to school. Students need to get back into their usual sleep patterns, get into the habit of packing their bags the night before, making sure they have all of their equipment (including bus passes where applicable) and getting their uniform ready so that they are in less of a rush on the morning. Whilst delays caused by school or public transport are beyond the students control, we will expect them to be punctual on a morning rather than being delayed by a lack of organisation.

Curriculum

Over the past few months, students have been completing their work remotely and have missed the social interaction with their friends and teachers, as well as losing their usual structure and routine. As a school we have put many plans in place to ensure your child has a smooth transition back into the school environment, that they are supported at all levels and are ready to learn.

During the first few days in September tutor groups and subject areas will be completing a range of activities focusing on re-establishing relationships, sharing stories, relaxation and recovery, self-care and readiness to learn. Departments will be using a variety of formative teaching and learning techniques to identify any gaps in students' knowledge and ensure that these are addressed. We also have several events planned to celebrate us being back together as a school community.

Once these elements have been completed, students will be able to access the 20/21 curriculum that all staff have been further developing throughout these last few months:

- The unlock, key and lock tasks that were launched just before lockdown and aim to improve students' retrieval of knowledge have now been embedded into all lesson resources
- Knowledge organisers have been created and ILTs have been revamped to support students' understanding of the different retrieval strategies and enhance progress with independent learning



- Tutor revision tasks have been developed, alongside a revision toolkit, to ensure students know how to use these strategies efficiently
- Cross curricular links have been built across subjects to allow students to make connections between topics and deepen their understanding
- Careers activities within departments have been expanded to provide students with further information of post-16 choices
- 5 year learning journeys are now displayed in all classrooms to reinforce the links between units
- Read and watch lists are also now uploaded onto the subject pages of the school website to promote further reading and allow students to broaden their knowledge of key concepts. These can all be accessed via the school website.

If your child is returning into Year 11, we would also like to take this opportunity to reassure you that we have everything in place to ensure that our students are not disadvantaged in their GCSE exams. The Ofqual consultation process for the 2021 exams has closed and initial conclusions have been published, however we are awaiting further guidance and will share this with you when it becomes available.

Thank you for your support



Miss N Peaker
Head of School