

8 June 2020

Dear Parent/Carer

I am writing to you to explain our plans for your partial return to school from the week beginning 15 June onwards. **It is really important that you read this information carefully and ask if you are not clear.** I am sorry that we haven't been able to get you all back in school previously, and that we haven't been able to communicate our plans sooner. This is because we have had to wait for clear guidance and because the situation is complicated and something we have never faced before.

Our plan has been made following the guidance from the government but we have made it with two simple but important principles in mind:

1. The safety of all of our students, staff and their families.
2. The needs and continuing education of you, our students.

We have been told that we can only bring Year 10 and Year 12 back into school at the moment. This is because you have important exams next year and we need to prioritise your ongoing education. However, we have also been told that remote learning from home will need to continue to be the main part of your education for now and that we are only allowed to have a quarter of you in school at any one time. To continue to prevent the spread of the coronavirus, we need to ensure that you socially distance when you come into school and have as few contacts with as few different people as possible each time.

With all of this in mind, and having carried out a detailed risk assessment and considered lots of options, we have created the following plan:

- From the week beginning Monday 15 June, all Year 12 and 10 students will come into school for an individual meeting with a tutor. We are calling these Learning Review Meetings and you will be given a time and date (see the end of this letter) for this meeting which will maintain social distancing and will involve just you and one member of staff – your tutor for the next few weeks. In most cases, this will be your usual tutor. Your parent(s) **are not** invited to this meeting as we still need to avoid as many people coming into school as we can. If you are unable to come to school for your scheduled appointment, can you please e-mail Mr Lewis at martin.lewis@teignmouth.devon.sch.uk and we will try our best to conduct the appointment via telephone or via another media platform, at a later date.
- The aim of these meetings will be to support you. We want to know how you have been coping mentally and emotionally, and how you have been getting on with your work and remote learning. We want you to be totally honest and there is no point in pretending that everything is fine or that you have done masses of work if you haven't. You will have a chance to ask questions, explain anything you have struggled with or not understood, and request support.
- For Year 10, from the week beginning Monday 22 June you will be joining a small group of 6-9 students who will all come from your normal tutor group. You will work with this same group one day each week for the rest of term, coming into school over two and half hours.
- You will attend a lesson with your tutor on welfare and how to study successfully. You will then have a 30 minute break and another hour lesson on independent learning. In future weeks, we will involve English and Maths lessons in these sessions.
- A timetable showing your group's day, time and location for these sessions will be given to you at your learning review day meeting.

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For both Year 12 and 10 students coming back into school, it is important to note that school will still be very different from normal. There will be many new rules and procedures but these will be straightforward to follow and are quite obvious because you will be aware already of how the coronavirus has forced us all to adapt a lot in the last few months. You must try not to worry or be too alarmed by these changes. The vast majority of you have very little to personally fear from this virus. However, you and we all have a duty to do everything we can to prevent its spread. That's why the new rules and procedures are so important.

Below is a summary of the key things you need to know and plan for in coming back into school:

- ✓ You must not come into school if you feel ill – particularly if you have a dry cough, a fever or lose your sense of taste or smell. If you develop any of these symptoms when in school you must tell a member of staff and go home.
- ✓ Come into school in your own clothes, not uniform. You do not need to wash all your clothes every time you go out, but it is a good idea to wash your clothes more regularly than normal, and definitely if you think you may have been close to anyone not well.
- ✓ If you can avoid using public transport to come into school, please do so. Walk or cycle if you can. If you do have to use public transport, you should use PPE (a face mask and gloves).
- ✓ Follow the timings and instructions about starting and finishing in school. You should not come into school with others.
- ✓ When you arrive in school, you must sanitise your hands thoroughly and you must wash your hands thoroughly after each session and before and after eating.
- ✓ Remember your social distancing when in school. Try and keep 2m apart from others. When socialising, in break times, be outside unless the weather is bad. You will be told which areas you can use.
- ✓ Bring your own drinks bottle and food into school if you want to eat anything.
- ✓ Please follow all instructions from staff, even more than normal. Because others' health and safety is at stake, we have to be very clear and strict and if you choose not to follow instructions or the rules, we will have to send you straight home. Particularly as we really want you in school and you need and deserve this time, this would be deeply disappointing.

Please find the details personal to you below. We are really looking forward to having you back in! The plan can and undoubtedly will change as the situation develops and the government change their advice but we hope and look forward to having more and more students back in for longer as and when we can.

Best wishes



Mr O'Connell
Principal