



1st March 2021

Dear Parents and Carers

It seems that education is once again rarely out of the news at the moment whether it is face masks, full reopening of schools, mass testing, mini exams and Ofqual. The circumstances we currently face require a great deal of flexibility but resolve to ensure we stick at it and ensure our common goals are achieved. What I am determined to achieve as part of our return, is a warm happy school, full of academic rigour and experiences to continue to ignite the flame of learning for our students and I look forward to their return.

As stated in my letter dated 23rd February 2021, I would like to update parents on some finer details and also share with you guidance documents for students to go through.

Face Coverings

Face coverings were previously mandatory for pupils and adults in indoor communal areas of secondary schools. However, the DfE now states face coverings “should be worn in classrooms or during activities unless social distancing can be maintained.” This does not apply in situations where wearing a face covering “would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons”. **As such students will need at least two face coverings for the day ahead and as the weather is improving we will be using our outdoor spaces more to enable students to have time without masks on.** Until Easter students will wear face coverings in the school buildings whilst moving around, in communal areas and within classroom settings. **Face shields should not be worn.** Staff will wear face coverings whilst teaching if they cannot maintain a 2 metre distance from students.

Mass Testing

As advised in my letter of 23rd February 2021, I can now confirm the broad arrangements for mass testing students prior to their return to school.

Students who have provided consent will return initially for a test and then face to face teaching will commence for the whole year group the following day. Students will be required to come into school at an allocated time and then return home immediately. Please see an outline of the timetable for the week commencing the 8th March 2021 below. Priority has been given to examination groups in line with DfE guidance. This means that the vast majority of students will continue with remote learning for most of the week. On the day of the testing, there will be no live lessons for those year groups.

	Monday 08/03/2021	Tuesday 09/03/2021	Wednesday 10/03/2021	Thursday 11/03/2021	Friday 12/03/2021
Test Date	Years 13 & 11	Years 12 & 10	Years 9 & 8	Year 7	
Return to School Date		Years 13 & 11	Years 12 & 10	Years 9 & 8	Year 7

When returning to school, students will be offered two further tests on site within the first two weeks after their return. This is so that students have undertaken some testing in a supervised setting, and have had the chance to familiarise themselves with self-swabbing. Following the three initial tests, students can collect their test at home kits and start testing at home twice weekly thereafter.

Please be advised that you will be sent a further letter with a specific time for your child to attend school on the day noted above to undertake their test.

Transport

Students will be able to use the school bus services as normal from the return to school date. Therefore the first date that transport will be running is Tuesday 9th March 2021.

On the Day of your Lateral Flow Device Test

Please attend per your time. Once students have attended school for their first of three lateral flow tests, they should return home and prepare for school by ensuring all actions on the list below have been completed and any outstanding work is submitted to teachers or complete revision tasks for those in exam year groups:

- ✓ Check school uniform still fits and all items are per school policy - <https://www.kls.herts.sch.uk/assets/Uploads/School-Uniform-May-2020.pdf>
- ✓ Check school shoes still fit and are clean
- ✓ Check your PE kit still fits and is packed ready for the necessary day
- ✓ Check you have a number of reusable face masks and resealable bags to store them in during periods of the day
- ✓ Check you have all the necessary equipment is as per school policy <https://www.kls.herts.sch.uk/assets/Uploads/Equipment-List.pdf>
- ✓ Collect all exercise books and ensure you have them ready for the days ahead
- ✓ Collect any text books issued over the lockdown period ready to bring back to school
- ✓ When released read the student guidance document especially the new one way system
- ✓ Plan your week ahead using the Team Satchel timetable app SMHW and plan your routes from classrooms using the maps within the student guidance documents.
- ✓ Ensure you have a waterproof jacket and/or umbrella

Updated One Way System

I cannot wait to see Year 7s playing instruments in our newly resourced music department, or lighting a Bunsen burner in science as part of our goal to have a full curriculum offer again. To enable us to offer a full curriculum in specialist bases, we have had to introduce a new one way system. The system works by splitting the building into two, using our doors to create a natural barrier between the buildings. Once you are in relevant side of the building, it is a loop. To enter the other building for lessons students leave the building by going outside at the back of the school and enter by the Key Stage 3 office or the dining hall. At the end of tutor time and subject lessons, teachers will display on their presentation the map of the school and one way system and talk with students on how they will get to their next location to support with this transition. Whilst some students will feel, "it is easier to just nip down the corridor" this cannot be accepted as the 5 minute movement time and flow needs to be maintained for safety, and enables staff to clean down classrooms and equipment between groups of students. On the students first day their tutor will meet them on the tennis courts to take them into the building and go through a presentation of key messages and information. These messages will continue throughout their first week of returning.

Staggered Starts and Finishes

As per guidance we will continue to have staggered starts and finishes. However, due to the work of all parties this has become very efficient moving students from the tennis courts to hand sanitising points and then to their room locations. As such please can we ask that students arrive by no later than 8.30am for Key Stage 4 and 5 and Key Stage 3 by 8.35am. Year 11, 12 and 13 should line up as per September on the main walkway with years 12 and 13 gathering closest to the buildings and then year 11 line up in form groups. Year 7 – 10 should walk in via their lane on the walkway and go straight to their line up area on the tennis courts. Students will enter the building at 8.35 in year 12, 13 and 11 and 8.40 for years 7-10. The only difference here is that students will enter either building A or building B dependent on their tutor room location.

PE Kit

We will be reverting back to students attending school in their school uniform and changing into their PE kit. As parents know we have appointed two additional cleaners to support the cleaning of changing rooms between groups allowing students to attend school in their uniform and then change into their kit. We cannot reintroduce lockers at this stage for a number of reasons but the main one would be it will cause blockages on our corridors whilst students are moving between lessons.

Break and Lunch Time

I am very aware that being in a face covering for long periods is not ideal and with improvements in the weather we will be using our outdoor spaces much more. Students go to their break or lunch time indoor venue if they are eating or buying food, whilst lining up and moving around they should wear their face covering, whilst sat down eating they can remove their covering. Once they have finished eating they should go outside to their agreed external space and remove their covering safely using hand sanitiser. At the end of their break or lunch they should use the sanitiser located on the entrances to the buildings and reapply their face covering before entering the building.

Exams and Ofqual

The outcomes of the Ofqual consultation have finally been released and we will now take time to work through this document. There is still a lot to be confirmed which includes:

Detailed guidance by exam boards (including at subject level) about appropriate breadth and range

Details about the 'optional tests'

Detailed guidance on grade 'descriptors' to support assessment

Details of the exact requirements regarding submission of grades

Detailed information on the nature and type of the 'checking procedures' (including at exam board level)

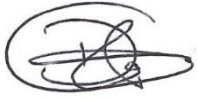
Details of the appeals process

Mr Monk will write to those parents specifically to update on arrangements for the weeks ahead, particularly once we receive the subject specific information on how each subject will be able to apply the guidance to award grades this year.

Listening to the parliamentary debate on Thursday 25th February we understand exam board information will be released at the end of this term to subject leaders and teachers. I continue to advise students to keep working hard with their teachers in all lessons.

As always thank you for your continued support and flexibility.

Kind regards

A handwritten signature in black ink, appearing to be 'D. Fisher', enclosed within a hand-drawn oval border.

Mr D. Fisher
Headteacher