



**Principal:** Dr Katharine Vincent

Friday 11<sup>th</sup> September 2020

Dear parents and carers,

Firstly, I would like to send my good wishes to you and your families - I hope you are all keeping well and that you are in good health. We have decided that, during the current situation, we will continue to issue most parent letters by email and on the website, with an alert sent to you by text message. Please do read carefully any letters that are sent to you by the school during this time, as they contain important information which may need you to take urgent action.

### Start of the new academic year

All students have now returned to school and are receiving their usual curriculum in their Zones. It has been a real pleasure to have all of our returning students back in school and to meet our new Year 10 and Year 12 students.

I have been extremely impressed by the attitude and conduct of all students, particularly the new Year 10s and Year 12s. They have been a credit to their families and the school this week. The way in which they have responded to the new arrangements that are in place around the school has been exemplary. I would also like to mention our staff team, both teaching and non-teaching staff, who have all been working extremely hard to make sure that the new academic year started smoothly.

After achieving the school's best ever results in the summer, we are delighted that so many of last year's Year 13 students were able to secure places at top universities. A record number of new students joined us for Year 10 and Year 12 again this year. Most of our Sixth Form courses are now heavily over-subscribed and we are looking forward to this year's cohort achieving another set of outstanding results.

### Changes to current arrangements for students' arrival at school in the morning

We are making a change to the arrangements for students' arrival at school. This is to ensure that we are able to implement social distancing and also provide additional opportunities for Sixth Form students to meet with their tutors.

From Monday 14<sup>th</sup> September onwards, we will operate a 'soft start', with all students will be expected to arrive at school between 8.30 and 8.40am. As soon as students arrive, they will enter the building through their allocated doorway and go up their allocated staircase to the classroom where they have their first lesson of the day. Students will then be welcomed into the room by their teachers, ready to start their tutorial session at 8.40am.

The only exception to this is Sixth Form students whose lessons start at 11am, who should continue to arrive at the school building between 10.40 and 11am.



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### Notices and reminders for all students and parents

The school is continuing to follow all government guidelines in relation to keeping the school community safe and minimising the risk of infection from Coronavirus/Covid-19. The reopening risk assessment, which is available on our website, sets out some of the measures we have put into place to make sure that student and staff are safe.

All students are expected to wash their hands within their Zone when they arrive at school in the morning. There is also hand sanitiser available and students and staff are asked to wash and sanitise their hands on a regular basis.

Students in Year 10 and Year 11 must wear full school uniform and Sixth Formers must wear smart professional dress, as set out in the school's uniform policy. Each student has their own timetable, with lessons taught to them within their Zone. Each Zone has its own staircase and set of toilets, to ensure there is minimal mixing between students from different Zones.

Further to the government's recent announcement regarding face masks, this is a reminder that face masks are not compulsory at the school. If students and staff wish to wear a face mask around the school building, they may do so but the school will not provide them and they are not permitted in classrooms. If students do choose to wear a face mask in school, they must wear it properly and must not have the mask pulled down below their nose or under their chin. Students must wash their hands before and after removing their masks and must store them within a plastic bag inside their pocket or school bag.

If the school becomes part of a local or national lockdown, or if tighter restrictions are imposed, we may need to introduce a requirement that all students and staff wear face masks around the school building. If this happens, we will write to parents and students to inform them of this. Face masks that are worn in school must be appropriate for school and must not contain any images or slogans which are inappropriate for a school or professional environment. Face masks can be worn in all areas of the school **except** classrooms.

### Laptops

Finally, can I please remind you that any students in Year 11 and Year 13 who were lent laptops by the school during lockdown must immediately return these to the school. These laptops are required for use in school and must be handed in to the IT team on Monday morning.

Thank you for all your ongoing support for the school during these challenging times.

Yours sincerely,

Dr K Vincent  
**Principal**