

4 June 2020

Dear Parents and Carers

Increasing Face to Face Contact with Years 10 and 12 from 15 June 2020

I hope that you and your families are well.

As you know, we have been awaiting secondary guidance for increasing face to face contact with students in Years 10 and 12. This has now been published and we are in a position to offer increased face to face contact with Years 10 and 12 from 15 June. The guidance which we are adhering to makes a number of important points:

- Distance learning will remain the 'dominant mode/predominant form' of education to all students, including Years 10 and 12 who are attending school. The face-to-face sessions should be considered supplementary to work set to be completed at home.
- Only 25% of Year 10 and 25% of Year 12 to be brought into school at any one time
- The start and end of sessions should be staggered to avoid the mixing of groups.
- Students should be encouraged to walk or cycle to school and not use public transport. If students do have to use public transport, the start and end of sessions should be timed so that students are not using public transport at peak times.
- Face-to-face provision is subject to the government's 5 tests being met. If the tests are unmet or the government changes its mind and the decision is for Year 10 and 12 not to return on 15 June, we will contact you by email/social media etc. In that case obviously you should not send your child to school.

The latest government guidance can be found here:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers>

Our plans to reopen are based on four important principles:

- a. The safety of the staff and students by adhering to a rigorous risk assessment, which follows all national guidelines, but also takes into account the unique setting of Roundwood Park School.
- b. Having clear procedures in place to keep everyone as safe as is reasonably possible in an education setting.
- c. The need to make contact with our learners, some of whom are struggling to keep up with online learning.

.../continued/...

- d. Making sure that the delivery of sessions in school is meaningful and of high educational value.

It is important to know that the public health restrictions placed on us to keep us all safe mean that this provision is not “school as normal”, but it is an opportunity to supplement online learning with face to face contact for our students who are due to sit public examinations next year.

The plan is to ensure that when, according to our risk assessment, it is sufficiently safe to do so, students will return on the following days:

Year 10

Year 10 will be divided into populations A, B, C and D. Population A will come into school on Monday, population B on Tuesday, population C on Wednesday and population D on Thursday. This will be repeated until the end of term. Given that we can only have 25% of the cohort in at any one time, we will be offering a timetable of English, maths and science only for face to face contact to supplement online learning. All option subjects will continue to be taught online.

Year 12

Year 12 will also be divided into four populations. Population A will come into school on Monday and Tuesday in the first week, population B will come into school for Wednesday and Thursday in the first week, population C will come into school for Monday and Tuesday in the second week and population D will come into school for Wednesday and Thursday in the second week. This cycle will then be repeated. Students in Year 12 will therefore have two hours with their specialist teachers in each subject in each cycle.

We also have planned a Future Options week (June 29th - July 3rd). Mr Mercel and Mrs Gallagher are planning remote learning sessions to help guide students with their plans for university/ apprenticeship/careers etc. They will help students navigate round the UCAS application process and offer advice on how to access virtual tours of university campuses etc. No face to face contact sessions will take place at school during this week.

Health and Safety

Safety of staff, students and families is paramount in our planning as to whether it is safe to reopen the school. The Headteacher has had several meetings with the two Deputy Headteachers and the Director of Operations, walking the site, talking through scenarios adhering to government guidance and taking into consideration points from a national professional organisation (ASCL) and school unions’ safety information, which have all been used to help structure the body of this plan.

.../continued/...

Students will be taught in specially adapted spaces for social distancing spread around the school. The rooms will have exam desks in them, rather than normal school tables. The largest class we would potentially have under our proposal is still small (15 students), if everyone attends. Most classes will be much smaller than this. Staff will be provided with visors, masks and gloves in order to ensure further protection, should they wish to wear them. Students will be permitted to wear masks and gloves, if they supply their own, although we will supply one to disadvantaged students if they request one. It will not be compulsory or necessary under our risk assessment for them to do so. We will discourage students from using public transport but those who have no alternative but to travel this way will need to wear masks whilst on their buses.

Planning for re-opening

Our plan for reopening has been completed after drawing up a risk assessment using advice from Hertfordshire County Council, the teaching unions and the DfE guidance. The details of how we will keep staff and students safe are contained within our plan which you can read here:

<https://roundwoodpark.co.uk/wp-content/uploads/2020/06/Plans-for-Face-to-Face-Contact-with-years-10-and-12-1.pdf>

The plan also contains greater detail of how we will be increasing face to face contact for Years 10 and 12. In order to ascertain how many students will be returning to school we are asking you to complete a survey which we would like you to have completed by 9am on Monday 8 June. The survey will only take two minutes to complete. You will need to complete this for each Year 10 and 12 child that you have at the school. You can access the survey here:

<https://forms.gle/2kAEXMq3YhNPY3po8>

The survey will give you an opportunity to raise any concerns which we can consider prior to 15 June.

We will be in touch with more information next week. In the meantime, I hope you have a good weekend.

Yours sincerely



Alan Henshall
Headteacher