

August 2020

Dear Parents and Carers

General update

I hope you had a chance to read the previous letter sent to you on 14 August. I now write with some further details about transport and one or two other updates.

Our advice on masks is under constant review. At the moment, we will allow students to wear a plain face mask in school if they wish to do so. This will not be compulsory unless Public Health England guidance changes.

Following feedback from parents, we will allow students to wear a blazer or coat over their PE kit on days when they have PE if they wish.

If students have returned from a country that is on the quarantine list, they should quarantine at home for two weeks after their return. We hope that this will affect very few students as we are keen to get everyone back into school.

In addition to the list of items that students will need to bring to school in September, please ensure that they are carrying a reading book. This will be very useful during changeover time between lessons as teachers move around the premises and students may be asked to read. Obviously, we expect students to be reading daily so hopefully this will allow them to progress through reading books more quickly.

Though we very much hope students have been enjoying reading at home all summer, if they do need access to more books, Harpenden Library is now open. The school library will still be offering a 'click and collect' service in September and students can access this via the tiles when they log on to the school's RM Unify in order for them to update their reading books.

Staggered arrival and getting to and from school – Re-opening under Covid-19

To help parents with the many matters to consider in returning their child to school, I have put together a brief overview, when considering your child's travel and arrival to school.

Arrival at school

Students will be expected to observe strict social distancing as soon as they enter the private drive to the main school entrance or the side gate via the public footpath. To achieve this, we have created a one-way system at the main entrance for everyone, in agreement with Roundwood Primary; entry via the pathway nearest to Roundwood Primary and leaving on our Roundwood Park side. All year groups have a designated entrance point and time, detailed below, and students must adhere to this strictly. These arrangements will also be policed and supervised by staff.

.../continued/...

| Year | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
|-------------|-----------|-----------|---------------|---------------|-----------|-----------|---------------|
| Entry Point | Side Gate | Side Gate | Main Entrance | Main Entrance | Side Gate | Side Gate | Main Entrance |
| Arrive | 8:20am | 8:25am | 8:20am | 8:25am | 8:20am | 8:10am | 8:10am |
| Leave | 3:00pm | 3:05pm | 3:10pm | 3:15pm | 3:15pm | 3:20pm | 3:20pm |

Siblings to arrive at the earliest time allocated for either themselves, their brother or sister.

When students arrive they must go directly to their form rooms and use hand sanitiser as soon as they enter the block/room. No students should be on site before 8:10am and no students are allowed in their form rooms before 8:15am - if early they must wait outside. We ask that parents help us with this please and, as usual, parents will not be allowed to drive onto the site and currently parents should only come on site if they have a pre-arranged appointment.

Getting to and from school

In line with government guidance, parents and carers are strongly advised to encourage their children to walk or cycle to school where this is possible. Having explored alternatives we understand that some families may need to come into school on public transport or the school buses. If this is the case, please read the appendix attached to this letter.

Finally, can I politely ask all parents and carers to remember the need to pick up their child well away from the school site, preferably not on Roundwood Park, due to the traffic congestion this can cause. This is especially important now, in helping students and members of the public trying to observe social distancing on very narrow pathways around the school during this pandemic.

Thank you and best wishes.

Yours sincerely



Alan Henshall
Headteacher

Appendix 1

If using public transport or a school bus, the students concerned must wear a face mask, which must be safely removed on leaving the bus/coach. We will check this on arrival at school and provide a face mask to any students not wearing one.

We continue to work closely with all bus companies that support our dedicated bus service for students. All operators will be operating a 'closed door' service, meaning that they will only allow students to travel who have purchased a termly pass from them directly or, with Centrebus services, a Hertfordshire scholar pass for the service (this is different to a Hertfordshire SaverCard). Students will not be able to buy a ticket for travel on the day from the bus driver. The bus and coach operators have also indicated that they will be able to support year group "bubbles" on home to school transport, staggered start/finish times or social distancing.

Therefore, under these limitations, and to try and mitigate for this, we will be adopting and enforcing the guidance and safety protocols established by Hertfordshire County Council and some other protocols agreed with CentreBus to reduce as far as possible the risk of spreading the virus, described here:

- Students must wear face masks
- Contractors will be required to provide hand sanitiser on all buses/coaches for students as they get on and off the buses
- Drivers, if possible, will wear face masks and (if not screened) will leave the vehicle when students are entering/exiting
- Vehicles will be cleaned regularly
- Students should get on the bus in year group bubbles as far as possible

We will also provide active supervision of bus/coach exiting and loading at the school to ensure:

1. students will line up at bus service number specific single file queue, in or near the turning circle, in year groups and then re-ordered to allow for the further requirements listed below.
2. students will enter and exit vehicles on a "First in, last out" basis to avoid passing one another on vehicles
3. students will sit (as far as possible) in the same seat, with the same children on every journey to minimise contact
4. students use hand sanitiser on their hands when arriving at school and they will enter the site through the main entrance

If one of our school bus services arrives late after a student's 'staggered arrival' time, they will not be marked late. *Please see further bus operator information below*, regarding ticketing and other information that has been sent to us to share.

Centrebus Information

Autumn term tickets for Centrebus services 846 and 847 are now available to purchase through our online shop <https://www.centrebusshop.co.uk/519480-roundwood-school-harpenden>. Due to Covid-19 these services will be operated as a closed door service, which means that we will only accept prepaid Centrebus Autumn tickets or Hertfordshire County Council Scholar tickets for travel. There will also be a capacity limit of 38 students per vehicle, so there is a limit of 76 students per service.

The service will be operating to the attached timetables. We advise all customers to ensure they read our Covid-19 Student Ticketing Measures and Conditions prior to purchasing a ticket.

I would be grateful if you could forward this on to parents and ask them to contact help@centrebus.co.uk if they have any concerns.

We have not confirmed arrangements for the 366 yet and are currently in discussion with the council regarding this.

Barnetts Information

Barnetts Coaches – Home to School Transport –RPS1

Student's Full Name:

| Fares | | |
|---------------------------|----------------|-------------|
| | | Please Tick |
| EARLYBIRD DISCOUNT | £657.34 | |
| Annual Pass | £760.38 | |
| Autumn Term | £286.36 | |
| Spring Term | £266.62 | |
| Summer Term | £246.88 | |

ALL LOST BUS PASSES WILL BE AN ADDITIONAL £10 CHARGE

EARLYBIRD DISCOUNT FROM 1ST JUNE TO 31ST JULY 2020.

This booking form is for the purchasing of Term or Annual Tickets.

Passes cannot be purchased half way through a term; they can only be purchased as above.

Routes

The table below highlights our route for the bus service RPS1 into Roundwood Park School. Please mark which stops your child will be boarding in the morning and disembarking in the afternoon. We will be stopping at each of these stops regardless, but it will assist the driver with ensuring all students are on board.

| RPS1– Morning Route | Time | Please Tick |
|-----------------------------|-------------|--------------------|
| Hempstead Rd, Church End | 7.45 | |
| West Common, opp Cricketers | 7.46 | |
| Lybury Lane | 7.49 | |
| High Street, fish street | 7.55 | |
| High Street, Fire station | 7.57 | |

| | | |
|----------------------------|------|--|
| Harpenden Lane Redbourn | 7.59 | |
| Harpenden High st Cock Inn | 8.10 | |
| Roundwood Park | 8.18 | |

| RPS1– Afternoon Route | Mon-Fri | Please Tick |
|------------------------------|----------------|--------------------|
| Roundwood Park | 15.30 | |
| Harpenden High st Sainsbow | 15.38 | |
| Harpenden Lane Redbourne | 15.46 | |
| High St Fire station | 15.47 | |
| High St Fish street | 15.48 | |
| Lybury Lane | 15.53 | |
| West common | 15.55 | |
| Hempstead Rd Church End | 15.57 | |

Additional Information If your child requires any extra assistance when travelling, please do not hesitate to contact us.

Payment Method

If you are going to pay by bank transfer please make sure that you email the office adding your son / daughter's name and how much you have paid.

Tickets can be purchased via bank transfer or credit/debit card payment.

Please state your chosen payment method:

Bank Transfer

Barnett Coaches Ltd

Sort Code: 60-10-33; Account Number: 12068691

Please state RPS1 and the child's name as the reference number

Return form to:

Barnetts Coaches Ltd

The Depot

Bovingdon Brickyard

Leyhill Road

Bovingdon

HP3 0NW

Contact Details

Emergency Contact:

Telephone number:

Alternative Contact: (Optional)

Telephone Number:

Email

Address:

Please include the following

- Passport sized photo (if we do not have one already)

Thank you for booking your tickets with Barnett's Coaches.

Office Telephone: **01442 254944** Email us: barnetts@voyage2000.co.uk

Markyate to Roundwood Park School
via Slip End

846

| | | |
|-----------------------------|---------------|------|
| Monday to Friday | Ref.No.: 1606 | |
| Service No | 846 | 846 |
| | Sch | Sch |
| Markyate, Plume of Feathers | 0743 | 0743 |
| Markyate, Fire Station | 0745 | 0745 |
| Markyate, Red Lion | 0747 | 0747 |
| Slip End, Front Street | 0755 | 0755 |
| Roundwood Park School | 0815 | 0815 |

Markyate to Roundwood Park School
via Slip End

846

| | | |
|-----------------------------|---------------|-------|
| Monday to Friday | Ref.No.: 1606 | |
| Service No | 846 | 846 |
| | Sch | Sch |
| Roundwood Park School | 1530 | 1531 |
| Slip End, Front Street | 1541 | 1542 |
| Markyate, Plume of Feathers | 1548 | 1549 |
| Markyate, Fire Station | 1550 | |
| Markyate, Red Lion | 1552 | |

Sch - Schooldays Only

Flamstead to Roundwood School
via Redbourn

Monday to Friday

Ref.No.: 2001

| | | |
|-----------------------------|-------------------|------------|
| <i>Service No</i> | <i>847</i> | <i>847</i> |
| | Sch | Sch |
| Flamstead, Village School | | 0723 |
| Flamstead, Three Blackbirds | | 0725 |
| Redbourn, Luton Lane | 0733 | 0733 |
| Redbourn, High St | 0736 | 0736 |
| Redbourn, Church End | 0741 | 0741 |
| Redbourn, Lybury Lane | 0745 | 0745 |
| Redbourn, High Street | 0750 | 0750 |
| Roundwood Park School | 0805 | 0805 |
| Sch | - Schooldays Only | |

| | | |
|-----------------------------|------------|------------|
| <i>Service No</i> | <i>847</i> | <i>847</i> |
| | Sch | Sch |
| Roundwood Park School | 1530 | 1531 |
| Redbourn, High St | 1545 | 1546 |
| Redbourn, Church End | 1548 | 1549 |
| Redbourn, Lybury Lane | 1551 | 1552 |
| Redbourn, High St | 1555 | 1556 |
| Redbourn, Luton Lane | 1557 | 1558 |
| Flamstead, Three Blackbirds | 1605 | |
| Flamstead, Village School | 1607 | |

Sch - Schooldays Only