

9 June 2020

Dear Year 10 parents,

As shared in [my letter](#) last week, the Government confirmed that from June 15<sup>th</sup>, secondary schools can offer some face-to-face teaching and support in school to year 10 and year 12 students. This is outlined in this [guidance](#). We are really looking forward to having students from these year groups back at school and being able to see them in person.

This letter outlines our plans for Year 10 pupils being onsite. This will occur in two situations, firstly vulnerable and key worker families will attend daily Community Classrooms; and all other pupils will attend weekly 20 minute meetings.

### **The pupils who will be onsite – Community Classrooms**

Given the government guidance that no more than 25 per cent of year 10 and 12 can come to school are permitted to be in at any one time, we will be only able to offer a limited on site provision. We will continue to have key worker and vulnerable pupils on site every day. This will create a consistent experience for these pupils and our staff, and mean that we are not mixing groups of children, and so the overall risk will be reduced. Pupils who will attend daily have already been contacted individually.

Pupils who are on site every day will be kept safe by:

- Ensuring **social distancing** (pupils will not go within 2m of each other at any time, other than briefly in passing as per government guidance)
- Ensuring **cleaning hands more often** than usual - pupils and staff will regularly wash their hands thoroughly for 20 seconds with running water and soap and dry them thoroughly, or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- Ensuring **good respiratory hygiene** by promoting the ‘catch it, bin it, kill it’ approach
- **Cleaning frequently** touched surfaces often
- **Ensuring any symptoms are immediately isolated**
- Following all government on [implementing protective measures in education and childcare settings](#)

### **The pupils who will be onsite – One-to-One meetings**

All other pupils will be asked to attend **a weekly 20 minute one-to-one meeting**. This meeting will aim to:

- Provide a face to face wellbeing conversation in school
- Fix any IT issues
- Review the learning from the week before including passed on feedback from teachers
- Plan learning for the week ahead
- Provide a short written summary to pupil and parent afterwards

This meeting will be with the same member of staff each week, either a known teacher or leader. This will allow pupils to be supported to be making progress.

The meeting will be kept safe:

- Pupils will clean their hands on arrival and before leaving
- Pupils will sit at least 2m apart from the teacher they are meeting

- Pupils will enter and leave the school site by themselves, not socially interacting with other pupils.
- Anything that a pupil touches (e.g. chair, table) will be cleaned before it is used by anyone else.

Where parents have concerns about their child returning to a more full time school setting, we hope that they will be able to allow their child to come to their one-to-one meeting. One of the benefits of this approach will be to ensure all pupils can benefit without any significant risk.

Pupils should not bring anything to school for the one-to-one meeting. They will be able to review their online submissions with the teacher. They do not need to wear school uniform for the meeting.

### **Parents Evening – Wednesday 17<sup>th</sup> June (Please book your appointment)**

All parents of pupils in Year 10 are invited for an online parent meeting on **Wednesday 17<sup>th</sup> June**.

This meeting is an opportunity to review the academic year, looking forward to in school learning next year as well as at progress with remote learning. Your child will be asked to reflect on their achievements this year and to set goals, both for end of year assessments and for next academic year. Appointments will take place between 10am and 5pm and will last at least ten minutes. The appointments will be led by pupils' form tutors, Ms Mulvena, or another appropriate member of the Year 10 pastoral team. When you log in to the online booking system, it may appear that more than one teacher is available to select, please do though only select one teacher.

Please [click here](#) to access the online system and please make sure you have booked your appointment by 6pm on Monday 15<sup>th</sup> June.

At the meeting, you will agree a weekly time slot for the 20 one-to-one minute meeting for the remaining weeks of term.

### **Keeping pupils safe onsite**

School will feel very different for pupils who are in school every day or are coming in for a one-to-one meeting.

We have done a great deal of detailed work to put in place the measures needed to make school as safe as it can be for our pupils and staff. In line with government guidance, and they must sit two metres apart from each other. Ensuring sufficient distance between pupils will be achieved by having smaller classes and larger classrooms. However, this can vary based on individual school circumstances - for example a larger group could be taught in a larger space provided social distancing can be maintained and mixing is minimised. The time students arrive and leave school will be staggered.

If your child has specific health vulnerabilities, they should not come to school. Further details are available [here](#).

We all have a role to play to stop the spread of infection and we must all continue to follow the NHS guidance. If any student has symptoms of Coronavirus, however mild, **they must not come to school**. If a student shows any symptoms at school, we will contact their parents or carers so we can send them home. Anyone with symptoms must self-isolate and **stay at home** for at least 7 days from when the symptoms started **and they should**

**immediately arrange to have a Coronavirus test.** Everyone in the household of someone with symptoms must **stay at home for 14 days, or until they receive a negative test result** - they should not go to work, school or use public transport or taxis. Nobody should go out even to buy food or other essentials, and any exercise must be taken at home.

If a student's test is negative, they can come back to school. If the test is positive, they cannot come back to school until they have recovered, the minimum time they must stay at home **is 7 days**. If your child has a Coronavirus test, **you must let us know the result as soon as possible**. If the test is positive, we will need to advise everyone in their class group to stay home for 14 days.

All the information about what to do if you have symptoms is available the Government website [here](#).

At school, we will make sure that students follow the strict hygiene measures required and that they wash their hands often. Please make sure that your child understands how important it is for everyone to wash their hands regularly for 20 seconds using soap and water and that they cough and sneeze safely into a tissue or their elbow.

This has been a very unsettling time for everyone. We know that some of our students may be anxious about coming back into school, some may have had relatives who have been ill with the virus, others may have been bereaved. We will do our very best to make sure that all students are supported. Please do let us know if your child might need some extra help and support.

Please note at this time parents should not come onto site. If you have any questions please email or phone the school (on 020 7563 6900).

Our teachers and school staff have worked incredibly hard to put all of the measures needed in place to make our school safe, we really appreciate your patience and understanding whilst we made our plans. If you need any further information, please let us know by emailing [parents@kingsolomonacademy.org](mailto:parents@kingsolomonacademy.org), I look forward to seeing some children back at school. In the meantime, please do encourage your child to continue with their remote online learning.

Best wishes,

Max Haimendorf  
**Principal**