



HOWDEN SCHOOL

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Headteacher: Mr G Cannon

28 August 2020

Dear Parent / Carer

SCHOOL RE-OPENING SEPTEMBER 2020

As we approach the start of the new academic year, I write to provide you with updated information regarding our plans for September.

Following the publication of government guidance on a full return to school in September, we have been working carefully to formulate comprehensive plans and begin preparations to welcome all young people back to Howden School. The full details of the planning are contained in the document "Parents and Carers Guide to re-opening in September" on the COVID section of the school website.

Can I draw to your attention the following key features of the plan:

- Face coverings remain **compulsory on school and public transport**.
- Face coverings can be **voluntarily worn to and from school, if travelling by car or foot**.
- In line with current government guidance, **face coverings are to be worn in the school's communal areas, such as the canteen**, where social distancing cannot be safely managed.
- If a student is moving around school, such as going to the toilet or on the limited occasion they leave their base classroom, **they can voluntarily wear a face covering**.
- If the wearing of a face covering impacts negatively on attitude to learning or behaviour, **the school reserves the right to insist that the mask is not worn**, in line with current government recommendations.
- **No face coverings will be allowed to be worn in classrooms**, unless there are exceptional circumstances.
- If a pupil is unable to use and wear a face covering safely for health reasons, or have exceptional circumstances please contact school.
- If the national guidance changes with regards to face coverings, we will update our guidance and inform parents and carers.
- The start and finish time of the school day are aligned for all year groups. Some lessons will be longer than the usual hour time slot to manage the school day in the most effective way. This supports teacher movement and enables all teachers to teach across all year groups so the curriculum will be delivered by subject specialists.
- **Students must be on site by 8.40am and the school day will finish at 2.30pm**. There is no reduction in teaching time compared to previous years; the time saving comes from the reduction of breaktime and lunchtime and the removal of tutor slots. This limits student movement and contact with other year groups. School transport will be staggered; some buses will leave site at 2:30pm and others at 2:40pm to again reduce contact between students.
- When students arrive at school, they must go straight to the classroom where they will be based for the majority of the day. Information regarding these classroom bases will follow.
- Movement around the school will be restricted in most circumstances, to minimise the risk of bubbles mixing or coming into contact with one another. Breaktimes and lunchtimes will be staggered, and students will only move for option subjects and subjects requiring specialised rooms

e.g. ICT, PE, Technology. In these cases, students will be collected by their teacher from their year group zone.

- We expect pupils to attend school in full uniform in the Autumn Term. We will be upholding our Uniform Policy as usual. We will contact parents of students who do not attend school in the correct uniform or ignore the guidance regarding piercings, hair colour and acrylic nails.
- To ensure the school remains a safe place, we have made the decision to enforce additional rules with regards to social distancing and infection control. Students are expected to follow these rules. Students who purposefully do not adhere to these measures and put others at risk will be disciplined in line with our Behaviour Policy. This may include parents being asked to come and collect their children from school during the school day for the health and wellbeing of others.
- **Students are expected to come to school fully equipped** as we are unable to share basic equipment. Students need to bring a pen, pencil, ruler and rubber as a minimum. If you have difficulties providing these for your children, please contact the pastoral team so we can support your child.
- Students are expected to take their books home with them as they cannot be left in a room. All students will need a suitable bag to carry their books to and from school. **We are unable to offer use of school lockers at this time** because of the year group bubbles.

Parents and carers are encouraged to visit gov.uk/backtoschool for information and practical guidance to help them plan for their children's return to school. This includes the latest update to the guidance for parents and carers on what they need to know about early years providers, schools and colleges in the autumn term.

We welcome any questions and will do our best to address any of your concerns. Please direct any questions to the school office email address at office@howdenschool.net under the Subject Full Re-Opening.

Finally, we remain very aware of the changing situation nationally and continue to ensure we are fully abreast of all guidelines and demands. I can reassure you of the absolute commitment we have at Howden to do our very best for our students as we continue to move forward together. We have clear plans in place, and we will support students to 'be safe and be the best they can be' when they do return to school.

Yours sincerely



Mr G Cannon
Headteacher