



26 August 2020

Mrs J. Smith
Head of School

Dear Parent /Guardian,

I hope that you and your family have found ways to enjoy the lovely weather over the past month and that your children are now sufficiently bored of the holidays to look forward to their return in September! I wrote to parents in the last week of term and am now writing to update you prior to students returning next week. A lot of the information acts as a reminder but please do take the time to familiarise yourself with arrangements.

A Level and GCSE results

I'm pleased to report that students in Years 13 and 11 were able to celebrate recognition of their hard work and ability throughout their curtailed GCSE and A level courses last week after an eventful and anxious time. All of our GCSE students were able to meet the criteria for level 3 studies whilst Year 13 students spent a busy few days taking up their university places amidst the chaos of government decision making. We are delighted that in the end students were awarded the grades calculated by the staff in schools who know them and their abilities best. As is typical, the majority of our students are off to take up places on some of the most sought-after university courses in the country or start vocational courses on some really exciting career paths. Few have decided to defer, though some are still waiting to find out if their place is available to them. We wish them all the very best as their new adventures start in coming weeks.

Preparations for the start of term

Whilst students have been on holiday senior staff and our fantastic office, IT and site teams have been working hard to make sure the school is ready for the start of term. Not only have we been working to make sure the site is as safe and ready for all our students as possible, we have used the summer break to introduce some great improvements too. A significant investment in IT means the following new facilities for students:

- A new airconditioned computer suite in V4
- New computers and monitors in the two main computing classrooms
- Updated computers able to deliver the latest Music technology software in Music
- Upgraded broadband speed in school capable of delivering reliable remote access learning should the need arise
- All new printing and copying facilities including those students can access.

We have a programme of works too in the next 6 months including replacement windows to our main science block as the result of a successful government bid and replacement teacher desktops in all classrooms. The grounds in school are looking well maintained and a painting programme started during lockdown has been completed throughout areas of the school.

This work, as well as installation of additional sinks outside in two more areas, reconfiguration of our dining areas and more hand sanitising stations around the school than I can count, mean that we are ready and excited to welcome students back.

Arrangements for September

The Government guidance has not changed since my last letter regarding how schools should operate in September so our arrangements for the start of the new academic year remain in place. Please understand these arrangements could change in the event of a second spike or local lockdown. Information on schools reopening can be found [here](#). What follows therefore is a reminder for you. We hope that you will discuss it with your children in preparation for their return.

Government guidance stresses that some of the protective measures we have already put in place in school during our partial reopening to reduce the risk of catching Covid-19 should remain in place. These are:

- Regular and thorough handwashing and respiratory hygiene
- Enhanced cleaning
- Students being part of 'bubbles' with restricted contact, where possible, with other 'bubbles'
- Anyone with symptoms not entering the school site
- Restricted and controlled access to the school site
- A one-way system for all staff and students around the school site

In secondary schools 'bubbles' are composed of students in the same year group. In order to minimise contact between 'bubbles' we will:

- Ensure that form rooms for each tutor group in the same year group are 'zoned' in a specific area of the school building. This means that students can avoid mixing with students in other year groups in morning tutor time, at break and at lunchtime
- Designate zoned areas in the school grounds for outside recreation
- Divide the school day so there are two equal length breaks of 35 minutes rather than short break and a longer lunchtime in order to provide safe access to the dining room. Students will still be able to buy using parent pay and do not need to carry cash.
- Use zoned access to the dining room. 'Grab and Go' food will be available to Year 7 and Year 12 on their first day back on Wednesday 2nd September. Thereafter we are running a rota system whereby students can access the dining room, accessing the servery via separate year group queues and different access points at one of two break times in the school day. Take away food only will be available to all years and provision will be made for free school meal students and those with specific dietary needs for medical reasons every day.
- Year 7 -9 will have access to buy food at break 1 and Years 10-13 during break 2 though any year group can bring food from home to eat during either break.

Times of the school day

Session	Times
Tutor time	8.45-9.05
P1	9.10-10.10
P2	10.15-11.15
Break 1	11.15-11.50
P3	11.50-12.50
Break 2	12.50-13.25
P4	13.25-14.25
P5	14.30-15.30 (KS3 15.35)

Other measures to ensure distance between bubbles include:

- Access to the library on certain days for certain year groups.
- Key stage 3 students will largely be taught in their tutor groups reducing contact with other students even further, this is not possible for Key stage 4 or 5 students given that they follow an options timetable
- Running extra-curricular clubs for students in specific year groups rather than mixed year groups wherever possible.
- Staggering the end of the school day by five minutes so that the departure from school can be managed more easily. Students arrival at school is staggered already.

Over the holidays the Council has published an update to its school and college transport guidance for parents and carers ahead of the reopening of all schools in September. The updated guidance can be found at: <https://www.lincolnshire.gov.uk/school-college-transport/covid-19-information-school-transport/1> A reminder that all students travelling on school buses are expected to wear a face covering.

What else do I need to know ready for the start of the new academic year?

- Students will sit side by side facing the front of the class wherever possible and not in circular table groups
- Normal school uniform rules apply
- On days when students have PE on their class timetable they can come to school in their PE kit to minimise busy changing room contact. (This does not apply on days when students are simply taking part in an extra-curricular club at breaktime or after school). Legs need to be covered to ensure safety in other practical lessons e.g. Science.
- The [school mobile phone policy](#) must be followed by all students and can be found on our school website.
- Only essential visitors are able to come onto the school site.
- Parents should not come onto the site without an appointment and most contact will be by phone or by video call.
- Clubs and activities will not start until week 3 of term and we have had a chance to review all our procedures and systems
- Every classroom has hand sanitizer for student use, and antibacterial wipes to clean areas such as keyboards or desks at the start of every lesson
- Enhanced cleaning will take place with cleaning teams appointed to work through the school during the day

Does my child need to attend school every day?

Government guidance is very clear regarding expectations around attendance. All students are expected to attend school every day unless illness prevents them from doing so. Our usual attendance procedures will be in place and should your child be unwell please contact the school office via Weduc or telephone to let us know. As part of our safeguarding procedures if we don't hear from you we will endeavour to make contact.

Whilst we understand that some parents may feel anxious about their child returning to school please be assured that we continue to have a robust risk assessment in place, detailing the many protective measures that we have implemented to reduce the risk of transmission. The updated risk assessment will be available on the school website.

What date does my child return to school?

Year 7 and 12 students only, return to school on Wednesday September the 2nd, whilst all year groups return on Thursday 3rd September. Staff will meet all students outside reception as they arrive and supervise them at the hand washing facilities before heading to their lockers and form rooms. Details of breakfast clubs will be shared with parents via the school newsletter when it is possible for them to resume. We hope this will be around week 3.

The after-school homework club in the library takes place from the end of school until 5pm Monday -Thursday and 4.30pm on Fridays. This does start right from the beginning of term. There are a limited number of places and students will not be in year group bubbles for this but will be able to socially distance. If you wish to book a place for your child in September please contact enquiries@kshs.uk

What happens if a student or member of staff tests positive for Covid-19?

If there is a confirmed case of Covid-19 we will follow the advice of Public Health England who will advise us on who will need to self-isolate. This is likely to include some members or all of the bubble to which the students who has tested positive belongs. Family members only need to self-isolate if they develop symptoms. Your support in keeping everyone safe is important. In the event of a bubble self-isolating lessons will be conducted remotely over Microsoft Teams. Year 7 students will be trained on the use of this in September.

Will the school continue with their normal events in the Autumn term?

We will be unable to hold whole school events like parents' evenings face to face in September but will keep all such events under review. These occasions are important so we will use alternative ways to conduct them. Peripatetic music lessons and events such as one to one careers interviews will take place via video calls.

And Finally,...

We know that school will continue to feel different but we are edging a little nearer to a kind of normality! It will be super to have all students back learning in school in September. Our priority remains the safety of all our staff and students. If you have any queries we will do our best to answer them via enquiries@kshs.uk. I attach a reminder of the expectations for students which includes details of areas they can access at different times but please be assured that staff will be on hand at all points of the day to guide, reassure and advise. We look forward to welcoming all students back next week.

Yours faithfully



Mrs J Smith
Head of School