

27th May 2020

Dear Student, Parent or Carer

I hope you enjoyed the weekend and that you and your family remain well.

First my apologies that I have not been in touch a little sooner but it has been difficult to find the right moment to update you, not because I have lacked information from the Government but rather there has been a torrent of it.

You will recall that a little while ago the Government announced the reopening of schools and Colleges from June 1st. Since then I, along with the College's Senior Leadership Team and other key staff, have been busy drafting plans and risk assessing to ensure our reopening will be safe for everyone at College. This has been a challenging process as by my calculation the Government have released approximately 40 new or amended guidelines since that initial announcement. I have shared the risk assessment and College plan for reopening with our staff for consultation and with our Governors and the Multi Academy Trust Board for approval.

This weekend the Government announced that schools and Colleges should admit year 12 students for 'face to face support' starting on 15th June. They also said that there should be no more than approximately 25% students present at any time.

I have welcomed this announcement as it gives us a specific start date to work to, with the delay giving us a little longer to prepare and to learn from the experience of those institutions that open earlier. It also enables us to complete the end of year assessments scheduled in the week beginning June 1st and allows teachers time to mark students' work and prepare feedback. In requiring a limit of approximately 25% of the students to be present at any one time it would appear that our existing plan serves this purpose. Earlier today our Senior Leadership Team met to consider the latest developments. Consequently I have updated the plan and risk assessment

and would like to now share these with you so that you can see the measures we intend to put in place so that you can discuss them as a family and decide whether you (or your son or daughter) will be able to attend College once we reopen on June 15th.

The Government have advised strongly against using public transport and I would also recommend that you don't use this method to get to College (nor accept a lift with a friend) and if you do use public transport you must use a mask. I would like to remind you that no student will be punished for non-attendance should their family decide that it is not safe for them to return to College for example as a consequence of underlying medical conditions or an unwillingness to use public transport. You should also be aware that some staff, including some teachers, will be unable to return to College. In either of these circumstances teachers will aim to provide on-line support similar to that provided for those who attend College for their 'face to face support'.

Please note that the risk assessment and plan for reopening (available using the buttons at the foot of this email) are both subject to change in the light of subsequent Government guidance or other information, and that aspects such as the protocols indicating how staff and students should behave in different contexts to ensure College remains safe for everyone are still in draft form.

There are 3 things to which I would like to draw your attention:

1. Students will be invited to attend 1 session of 'face to face support' per subject where their teacher is able to attend College. This session will be an individual or small group tutorial which will last approximately 3 hours and use the block a half-day model. The purpose will be to discuss the progress made during remote learning, the end of year assessment and predicted grade and the work to be completed over the summer in preparation for next year. Where teachers are unable to attend College they will provide similar support remotely.
2. It is expected that teachers will contact their students by email during the week beginning June 1st to find out which students intend to come into College for their face to face support session (1 per subject). Teachers will then email students to confirm the date and time of the particular block a half-day session they have been allocated by the beginning of week beginning 8th June or to clarify arrangements for those unable to attend College.

3. The latest risk assessment contains the draft protocols for how staff and students should behave in differing contexts on their return to College in order to promote everyone's well-being. Please have a look at these and your feedback is welcome (although I can't promise to respond to everyone).

Please note that the plans and risk assessment are both subject to further change in the light of subsequent guidance and clarification promised by the Government.

Finally I would like to ask you for your continued support and understanding, something which has meant a great deal to all staff at College. These truly are very trying circumstances in which to support our students' learning and I'm sure that there are aspects of our plan that some of you will disagree with. Some of you may be concerned that it is too soon to reopen while others may have some frustration that we aren't immediately able to return to normal business. Given the seriousness of this virus and the levels of anxiety that some students, parents and staff will have I believe that it is right for us to prioritise the safety and well-being of the whole College community and I hope that ambition is apparent in our response.

Best wishes

Ed

[Plan for reopening](#)

[Risk Assessment](#)