

2 March 2021

Dear Parent/Carer

### **Re-opening Arrangements for Rossett School**

We are delighted that we are now at the point where we can confirm the details of our phased return to school for all Rossett students. We have received the majority of the outstanding consent forms from parents and consequently have decided on a model of return that has the following features:

- Timed appointments for all individual students (Test 1) from Monday 8<sup>th</sup> to Wednesday 10<sup>th</sup> of March;
- All students continuing with their remote learning, including live lessons, until Test 1 is completed for all year groups;
- the phased return of students to face-to-face learning, physically in school over three days starting on Thursday 11<sup>th</sup> March.

The constraints to admitting students to on-site lessons any earlier are as a result of our risk assessment that looks at the projected number of hundreds of tests being administered each day; the lengthy registration process for each individual student; and the need for the school to maintain the 'critical worker' provision on site whilst testing, before adding in the phased return of all year groups.

I ask for your support and understanding of this carefully planned approach to our return to school. We have liaised with both Public Health and NYCC in confirming this phased opening and are confident that our validated plans allow for a safe return for students and staff. Phasing our return in this way also minimises the interruptions to learning whilst testing takes place.

### **First Stage of Return:**

#### **Testing**

In order to complete the lateral flow testing of students, like most schools, we will be staggering the return to school from 8<sup>th</sup> March 2021. This is to ensure the smooth running of the testing schedule in a safe and practical way. The first three days of the week beginning the 8<sup>th</sup> March will be used to conduct the first test for all year groups.

#### **Remote Education**

High quality remote education will continue to be provided for all students awaiting their return to school date. If you have consented for your child to have a lateral flow test, then you should have booked them a test slot as per the instructions sent to you last week. This means, they will come in to school prior to their return to school day for their first on site test, then leave again and re-join their remote learning from home until the date specified in the table overleaf.

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**All other students** are asked to join their year group in returning to school on the dates outlined in the table below.

Year groups	Testing dates for Test 1	Remote education	Return to face-to-face teaching
13, 12, 11	8 <sup>th</sup> March 2021	8 <sup>th</sup> -10 <sup>th</sup> March inclusive	Thursday 11 <sup>th</sup> March 2021
10, 7	9 <sup>th</sup> March 2021	8 <sup>th</sup> -11 <sup>th</sup> March inclusive	Friday 12 <sup>th</sup> March 2021
8, 9	10 <sup>th</sup> March 2021	8 <sup>th</sup> -12 <sup>th</sup> March inclusive	Monday 15 <sup>th</sup> March 2021

Students currently already accessing the onsite provision (children of key workers and vulnerable students) will continue to attend school as they have been doing since January; they re-join the rest of their year group in their lessons on the dates outlined above.

### Instructions for bringing your child in for their first test

If you have given consent for your child to take part in lateral flow testing, please click [here](#) to find the instructions for bringing them in to school for their first test.

### Transport

**Test 1 – parents are asked to make their own arrangements for transport to attend their booked appointment on their given date from Monday 8<sup>th</sup> – Wednesday 10<sup>th</sup> inclusive.**

Bus services from Harrogate and Leeds will be running as normal, following the usual routes **from Thursday 11<sup>th</sup> March**. We are aware parents who use the Tetleys' bus service to school have been contacted directly.

### Second Stage of Return:

#### Testing

Please note tests 2 and 3 will take place in school time and you do not need to book a slot for these.

### Return to on-site education: Instructions for your child's first full day back in school.

The school will operate much like it did in the first term of this academic year. Year groups will still be in separate 'bubbles' and the locations of the year group areas remain the same. The entrances, 'before school areas', social time spaces and finish times are also unchanged.

Please see a reminder of these locations and times for each year group below:

	Entry/Exit Point (non bus-users)	Before School Area	Entrance into School Building for your 'Year Group bubble'	'Bubble' or Year Group Area	Break/ Lunchtime Inside Spaces	Break/ Lunchtime Outside Space	Departure Time (from lessons – buses will leave at the normal time)
<b>Year 7</b>	Front Gate	Outside Junior Block	Main Junior Block Door.	Junior Block	Junior Dining Hall	Top Tennis Courts	3:00
<b>Year 8</b>	Sports Centre Gate	3G Pitch (Field end)	Science Corridor LC8 into Sealby	Science Corridor	Main Dining Hall	Bottom Tennis Courts	3:05
<b>Year 9</b>	Green Gate	3G Pitch (Sports' Centre end)	DT 'front door'. Bottom Sports' Centre Door. External M3 classroom door. Top Junior Block Door (by J10).	R16-R19 PE1, PE2, M3, J9, J10	Blue Dining Hall	3G Pitch	3:05

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<b>Year 10</b>	Green Gate	Top Tennis Courts	Student Reception or yellow Maths Door.	Maths Corridors	Blue Dining Hall	Top Tennis Courts	3:10
<b>Year 11</b>	Sports Centre Gate	Bottom Tennis Courts	English/MFL or doors to the Brown Dining Hall	English/ MFL Areas	Main Dining Hall	Bottom Tennis Courts	3:10
<b>Year 12</b>	Green Gate	Outside Sixth Form Centre	Sixth Form Doors	Sixth Form Block	Sixth Form Block. Junior Dining Hall.	Sixth Form Centre	3:10
<b>Year 13</b>	Sports Centre Gate	Outside Sealby Block	Main Sealby Block Door	Sealby Block	Sealby Block. Junior Dining Hall.	Sealby Block	3:10

### Wellbeing and Safeguarding

- We understand that the pandemic and school closure has been a very challenging time for young people.
- During the closure, we have tried to ensure students have been guided and supported to look after their mental wellbeing through whole school assemblies about proactive techniques such as self-care, remote PSHE sessions and through Children's Mental Health Week.
- Our staff are well trained to identify welfare concerns such as declining mental health and we have robust procedures in place to ensure rapid and effective action is taken.

We encourage you to:

1. Talk to your child about how they are feeling about returning to school and remind them of the support network they have and that they can talk to their form tutor, Student Support Officer, Director of Learning or any other member of staff they feel comfortable with, if they are concerned about their mental wellbeing or that of someone else.
2. Support them to establish good routines to make the transition back to school easier. These include regular exercise and re-establishing a 'school ready' sleeping pattern – if needed.
3. Inform your child's Student Support Officer of any important information we should know to help support your child on their return, such as: a bereavement, anxiety, low mood etc.

If you have any questions about safeguarding or you are concerned about your child or another member of our community, please contact the Designated Safeguarding Leads: Mr Royles: [droyles@rossettschool.co.uk](mailto:droyles@rossettschool.co.uk) or Mr Saunders: [psaunders@rossettschool.co.uk](mailto:psaunders@rossettschool.co.uk)

### Attendance

- During the last term, despite all the challenges of the pandemic, the average attendance at Rossett was significantly above the national average. We commend students for their resilience and wish to thank parents and carers for their support.
- The Department for Education has reinforced the following expectations for March 2021:
  1. Attendance for all students is **mandatory**;
  2. Parents are responsible for ensuring regular attendance by their child (regular is defined as no more than 5 days off per academic year)
  3. Schools must resume their responsibilities in recording and following up absence;
  4. Schools will return to issuing sanctions, including fixed penalty notices in line with the Local Authority's code of conduct for any periods of unauthorised absence.
- Please note absences caused by imposed self-isolation due to Covid-19 symptoms or as a response to the Test and Trace system will be authorised.
- Please note that we will **not** be authorising any term time absence for holidays.
- We must stress that parents and carers communicate with the school if their child is absent for any reason using the usual school absence line 01423 564 444 (option 1).

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### Clinically vulnerable students

- We understand the return to school may be a particularly anxious time for a small number of students who have underlying health conditions which may make them clinically vulnerable in relation to Covid-19. For these students, we recognise that a small number of students may need additional safety measures in place.
- We have records of our students who fall into the clinically vulnerable category and their parents will be contacted by our school nurse, Ms Rogers, prior to their return to school to ensure that we are aware of any special adaptations to our risk assessment that we need to make for them.
- Please be aware that we will require you to speak to your child's GP/consultant/nurse to provide medical advice about any additional measures that the school needs to take.
- If your child has developed a recent condition, or you feel the school may not know about a condition which makes them clinically vulnerable in relation to Covid-19, please contact our school nurse, Ms Rogers at [hr Rogers@rossettschool.co.uk](mailto:hr Rogers@rossettschool.co.uk) to discuss this.

### Hygiene

- It is critical that your child continues to support the wider community by taking responsibility for keeping themselves and others safe by practising personal hygiene measures. Please remind your child of our expectations so that they are ready for their return to school:
  1. Hand sanitiser stations are available throughout the school which your child should use throughout the day; hand sanitiser should be used when entering and exiting a building; before and after eating; and before and after removing their face covering. Additionally, your child should have a pocket-sized hand sanitiser bottle to use on their journey to and from school, and in school.
  2. Each classroom has tissues to allow your child to use the 'catch it, bin it, kill it' guidance when sneezing.
  3. Your child should not share very frequently used equipment, such as pencils and pens.
  4. Your child should observe social distancing in school wherever possible e.g. in outside spaces. Our Behaviour Policy Addendum – COVID19 reiterates the DfE and Public Health recommendations for adults and students – that everyone should maintain a two-metre social distance, wherever possible.

### Face Coverings

- Face coverings are an expectation when moving around the school, such as in corridors and communal areas where social distancing cannot easily be maintained.
- **Additionally**, the DfE have stated that from 8<sup>th</sup> March, '**face coverings should be worn in classrooms** or during activities *unless social distancing can be maintained*'. This is a change from the last time that schools were open to students.
- This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons. This is a national measure and expectation which will be reviewed by the DfE at the end of the Spring term.
- The DfE guidance suggests that bringing a spare face covering would be advisable for students in case the original mask becomes lost or damaged or where a face covering becomes damp and should not be worn.
- Students must supply their own face coverings but are able to obtain an 'emergency' spare whilst in school (from their Year Office) should they require one, during the school day.
- Students who had a medical exemption card last term, will still be able to use it when the school reopens. If your child has lost their exemption card, or you think they now qualify as exempt, then please contact their Student Support Officer.

### Food and drink

- The school canteens will be open once your child returns. For the first seven days there will be a limited menu with hot options; full service will be resumed on Monday 22<sup>nd</sup> March. As before, water fountains are closed, so please ensure your child brings a bottle of water with them.
- If your child is currently in receipt of free school meals, the national voucher scheme will end as your child returns to school. They will resume their usual entitlement to free school meals in the form of a daily allowance to spend in the school canteen.
- If you need to check the balance of your child's SCOPAY account, please login using the app and click 'balances'. As usual, you will be able to top up their account if needed, in the app. If you have any questions about Free School Meals or paying for your child's lunch, please contact Mrs Harrison: [tharrison@rossettschool.co.uk](mailto:tharrison@rossettschool.co.uk)

### Exercise Books and Remote Learning Notes

- Students will have been completing their remote learning work in a variety of formats such as on paper, in notepads or folders.
- Students must bring all their lockdown work into school upon their return, so that it can be organised and filed appropriately.
- Students will be following their normal timetable once back in school and should bring in their exercise books/notes for their first lesson in each subject.

### Uniform and Equipment

We expect all students to be in full school uniform when they return. Students must come to school in their PE kit on days when they have PE. Students are reminded to only bring in essential equipment in their school bag. This includes:

1. Pencil case
2. Calculator
3. Water bottle
4. Hand sanitiser
5. Tissues
6. Their face-covering, and a spare
7. Reading book
8. iPad
9. Plastic bag (to store face-coverings when not in use).

### Financial support

We understand that some families are facing financial hardship as a result of the pandemic. We have several ways we can help. Please contact your child's Student Support Officer if:

- you are in urgent need of a food parcel;
- your circumstances have changed, and you want to check whether your child is now eligible for free school meals;
- you are struggling to pay for items of uniform or school shoes;
- you need support in getting stationery or supplies ready for your child's return to school.

Thank you for your continued support. We look forward to welcoming our students back to school.

Yours sincerely



H Woodcock  
Headteacher

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