

August 2020

Dear Parents/Carers,

Please find below some further details and arrangements for our September return next week. All our staff are really looking forward to our students returning and continuing with their learning.

We have spent a great deal of time since the release of the government's guidance on the reopening of schools planning to ensure we can do so with the safety, welfare and education of everyone in our community in mind. Our main aim is to make sure that all our staff and students can return to school in a safe manner.

Term dates: Please find the arrangements for the first week back in September below:

Date	Details
Monday 31 August	Bank Holiday – school closed to staff and pupils
Tuesday 1 September	Health and Safety Day – staff only
Wednesday 2 September	INSET day – staff only
Thursday 3 September	Year 7 and 12 first day back
Friday 4 September	Year 11 first day back / Year 7 and 12 second day back
Monday 7 September	All year groups / classes return to school

Start and end times:

In order to ensure we can stagger the number of students entering and leaving the building the following table summarises start time/arrival, the students entrance they must use (which is also their hub area for their year 'bubbles') finishing time and where they will exit.

Year group	Start time	Entrance	Hub Area	Teaching Zone	Finishing time	Exit
7	8.50am	Atrium (R)	Sports hall	Blue	3.05pm	Atrium (R)

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8	8.50am	Chapel	Chapel	Pink	3.05pm	Tennis Courts
9	8.40am	Hall	Hall	Yellow Orange or Green	2.50pm	Hall
10	8.40am	Atrium(L)	Atrium	Yellow Orange or Green	2.50pm	Atrium (L)
11	8.40am	Tennis Courts	Dining Room	Yellow Orange or Green	2.50pm	Tennis Courts
Post 16	8.40am	Sixth form	Sixth form block	Purple	2.50pm	Sixth form

There will be an expectation that students arrive on time. We know that some siblings may arrive in the same car but are due to start school at different times (e.g. a Year 9 at 8:40 and a Year 7 at 8:50). We ask that in those circumstances that you arrive in time for the earlier start time; there will be supervised assembly areas for all year groups to arrive earlier if they need to.

We ask that students arrive in school as close to the start time as possible so that opportunities to congregate in the surrounding areas are limited.

Zones:

In accordance with government guidelines, we have planned the timetable so that it protects students' access to the curriculum whilst creating year group 'bubbles'. We have therefore created colour-coded zones within the school. Each year group is allocated a coloured zone for the day which has a self-contained suite of classrooms. Year 7,8 and Sixth form stay in their Zonal areas for the week. Year 9, 10 and 11 rotate days in yellow, orange or green zones over the week. Each day the zone will contain specialist rooms such as DT or a science lab to allow students to access specialist equipment specific for their GCSE studies, particularly those of a practical nature. Each year group has also been assigned a zone for food, toilets and recreation during social time. Pupils will be given information on their first day to show them all of these areas and the procedures they will need to follow.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
13					
12					
11	Yellow	Orange	Green	Green	Orange
10	Orange	Green	Orange	Yellow	Green
9	Green	Yellow	Yellow	Orange	Yellow
8	Pink	Pink	Pink	Pink	Pink
7	Cyan	Cyan	Cyan	Cyan	Cyan

Behaviour

In June we added an addendum to the behaviour policy which is available to read on the website. It includes expectations of students with regards to hygiene, expectations on buses/trams, social times, social distancing etc.

In order to keep the community as safe as possible, we would like to draw student/parent attention to the fact that the following behaviours will be deemed to be major breaches of the school's behaviour policy and a high level sanction will be applied:

- Pupils must not cough or spit in the face of another person; any pupil deliberately cough/splitting in the face or direction of another pupil or member of staff will encounter sanctions as per the behaviour policy.
- Deliberately and/or repetitively ignoring social distancing measures before, during or after school (e.g. mixing with students from other bubbles, not keeping 1m+ apart). Warnings and reminders will be given as appropriate.

- Behaviour or language intended to cause alarm/distress to others about the current situation.

Please be aware that detentions will operate as normal; we have a provision that will allow for social distancing between year groups. Same day detentions if attended will finish at 3:20 (Y9, 10 and 11) and 3:35 (Y7 and Y8). Next day detention for students who do not attend the same day detention will finish at 3:50 (Y9, 10 and 11) and 3:55 (Y7 and Y8).

We will go through the key points with students when they return.

Catering:

Please note that the canteen will NOT be open at break time, students will need to bring a snack and a drink of water in a plastic container. Canteen facilities will be available on a 'grab and go' basis at lunchtime, although we are strongly encouraging all students to bring a packed lunch in the short term to minimise queuing and waste produced by disposable cutlery and cartons. **Students in receipt of free school meals should still access the catering services each day.**

Uniform

Students are expected to wear school uniform to school. However, to minimise use of the changing rooms on the days they have PE students are expected to arrive in school in their PE kit for the day. Please ensure students wear their jumpers and school leggings or plain navy/ black tracksuit bottoms / leggings to travel to school and when not in PE. PE lessons will start from Tuesday 8th September. Please see your son/ daughter's timetable from September to note the days when uniform or PE kit should be worn. If the weather is wet, indoor facilities will be used for PE due to students not having a change of clothes.

Equipment and classrooms

Students need to bring their rucksacks to keep all their books and equipment safe. The advice given is to minimise any sharing of equipment or resources. We ask that students bring pencil cases with several pens, pencils, a ruler, rubber, compass, protractor, scientific calculator, a highlighter and a glue stick. If students can have several different colour pencils and a sharpener this again will minimise any equipment sharing. If this is an issue, please contact the progress leader for the year group to let them know.

Students will be expected to wash their hands regularly and hand sanitiser will be in all areas of the school. Should you wish for your child to carry their own hand sanitiser, please ensure it is NOT one with a pump dispenser to avoid leakages in bags.

Lockers:

The company that supplies and administers our lockers have informed us that they will not be releasing lockers for use at this time. If you have already reserved a locker, it will not be accessible at the start of term; this will be reviewed at half term. We are liaising with the locker company and will review this and update you.

Transport /Travel to and from school:

Government advice is still to avoid use of public transport. Although we appreciate that this may be unavoidable for some pupils, we strongly recommend walking, cycling or travelling by car. If parents are able to bring students to school, we have a long-standing arrangement with The Harvester on Wilford Lane who will allow parents to use their car park as a drop off point. The Becket Way is not a good place for drop off as it is small, becomes congested easily, can obstruct the school buses and causes hazards for pupils arriving on foot or on bikes. School buses will run as scheduled.

If students do travel on the bus/tram, they **MUST** wear a face covering.

Dedicated school buses - We will be working with the local authority and the bus providers to minimise the mixing between year group bubbles and to ensure that all students wear a face covering. They have informed us that there will be no buses shared between schools (e.g. The

Becket and St. Edmund Campion) and that they will tender temporary separate buses. The local authority are working on a plan to provide hand sanitiser and the deep cleaning of vehicles overnight as well as cleaning between runs.

Public buses - We have spoken to NCTX who run most of the services on Wilford Road. They have previously run two double decker services on the 1A route primarily for Becket students travelling towards the City Centre. They have now moved one of those services to 3:00 to reflect the earlier finishing time of 2:50 for Y9-13 students. NCTX are hopeful that this capacity will allow for sufficient social distancing but we will monitor this and stay in close communication with them.

Trams - Again, we are in contact with the local authority and the tram network in order to work through how students can safely travel to/from school. All students using the tram should wear masks.

Thank you for your continued support in making sure our students have a safe and enjoyable start to the school year. If you have any queries, please do not hesitate to contact us by email to Mrs Rowley, PA to Headteacher: m.rowley@becketonline.co.uk

We are very excited to be welcoming you back next week!

Yours faithfully

A handwritten signature in black ink, appearing to be 'M. Greig', written in a cursive style.

Mr Greig
Headteacher