



# Hanley Castle High School

and Sixth Form Centre

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Headteacher: Mrs Lindsey Cooke

10 June 2020

Dear Year 12 Parent / Student

On Monday 1<sup>st</sup> June the headteachers, Chairs of Local Governing Bodies and HUET Trustees held a series of meetings to discuss whether HUET schools are in a position to expand their provision to allow more students to return to school.

During the meetings those involved reviewed a large amount of relevant evidence, including detailed local data which can be accessed by entering the following into your web browser:

<https://lginform.local.gov.uk/reports/view/matthew-fung/covid-19-report-for-education-providers>

[This local data confirms that new cases of Coronavirus confirmed by laboratory testing in Worcestershire are now at an extremely low level, with no new cases on a number of days.](#)

The HUET board concluded:

- That the degree of progress towards the Government's five key tests is sufficient to suggest that the risks of expanding provision at the schools are acceptable (for students, for staff, for the households of students and staff, for the wider community) once mitigated by the provisions outlined in the school's risk assessments.
- That the remaining level of risk is outweighed by the benefits for students.

As a result, I am writing with the good news that we are now inviting every Year 12 student back into school during the week beginning 22<sup>nd</sup> June for extended sessions with their subject teachers.

These sessions are really important, with objectives which include:

1. To review work completed by students at home
2. To provide focused teaching, get students back up to speed academically, and to look at next steps for each course
3. To prepare the way for the 'UCAS assessment preparation' tests in each subject which will be completed by students at home
4. To provide the opportunity for a one-to-one session with a member of the Key Stage team to support emotional wellbeing
5. To train students in the new ways of working safely in school

Please see below for the days on which sessions for their classes will be running. Students taking three subjects will, therefore, be expected to attend on three separate days during the week, with each session running from 8.45 am – 1.10 pm.



To maintain social distancing, sessions will normally be in the classroom of students' subject teachers, although larger groups will be split across two or more classrooms and breaktimes for different groups will be staggered.

The Sixth Form Centre will not be available to Year 12 at this time (it is currently being used for provision for the children of key workers). Students should use the toilet facilities elsewhere in the school.

The way in which students access the school grounds, enter buildings, use the toilet facilities and have their breaks will be tightly planned and controlled. An enhanced cleaning regime will ensure that all classrooms and other facilities are sanitised and effective measures put in place to deal with all eventualities.

**Full details are contained in the document 'Year 12 phased return to school' which can be accessed via the following link:** <https://www.hanleycastle.worcs.sch.uk/assets/Letters-home/Year-12-trial-week-arrangements-for-parents-and-students.pdf>

The school to which students return will not be the same as the one they left in March. Our routines and expectations will be very different. **A more detailed Covid Code of Conduct (CCC) can be accessed via the following link:** <https://www.hanleycastle.worcs.sch.uk/assets/Letters-home/COVID-Conduct-Contract-Y12.pdf>

The in-school sessions will commence with a briefing on the CCC, but it is vital that this is read and discussed by both parents and students before Year 12 return to school.

### **Important**

- Students must not return to school if they have an underlying medical condition which places them in the 'Highest Risk' category, or if they live with a household member in that category (please check Government guidelines on the Gov.uk website)
- Students must not be sent to school if they are unwell in any way
- Students will not be admitted to school unless they agree to comply fully with the Covid Code of Conduct

To ensure that we have an accurate picture of which students to expect during the week beginning 22nd June **we now need all parents to complete the 'Year 12 returning students proforma', which can be accessed via the following link:**

[https://forms.office.com/Pages/ResponsePage.aspx?id=P017pBkXkE-8TQEHDi9HJ9M15H7\\_8s5NscVEhIhSMuFURFFYRjE1RUc4VIQ1MUg5TEpRNUFPVEdVUi4u](https://forms.office.com/Pages/ResponsePage.aspx?id=P017pBkXkE-8TQEHDi9HJ9M15H7_8s5NscVEhIhSMuFURFFYRjE1RUc4VIQ1MUg5TEpRNUFPVEdVUi4u)

The deadline for completed proformas is Monday 15<sup>th</sup> June.

The Year 12 trial, commencing on 22<sup>nd</sup> June, will be reviewed continually throughout the first week, with a formal review and evaluation scheduled at the end of this week. We are then hopeful that we will again be able to invite Year 12 students into school during the week beginning 6<sup>th</sup> July.

Our approach is centred around 'baby steps', and any increase in local infection rates will lead to an immediate pause in the trials.

It should be noted that during this week the in-school provision will replace the work set online for Year 12 students to complete at home. They are likely to be given follow-up work from the face-to-face sessions to help them prepare for their 'UCAS assessment preparation' test, and will need



to revise. They are also likely to be given their test paper at the end of the session, along with the deadline for completion.

Some students have been in school throughout the lockdown, both during the school terms and the holidays. This provision has been highly successful and all children and staff have remained safe and well. Some parents may still feel nervous about sending their child back to school. This nervousness is natural, but I can reassure you that every part of our planning has been designed to minimise the risks to both students and staff.

I do hope that the news this letter contains is welcome, and that you feel reassured by the cautious approach the school is taking. An immense amount of thought and care is going into determining when and how our students return to school, and that the safety of students, staff and their households remains our top concern.

My very best wishes to you all.

Yours sincerely



Lindsey Cooke  
Headteacher

In-school provision for

w/c 22<sup>nd</sup> June 2020

	Class code	Subject	Room(s)
Monday 22 <sup>nd</sup>			
Tuesday 23 <sup>rd</sup>			
Wednesday 24 <sup>th</sup>			
Thursday 25 <sup>th</sup>			
Friday 26 <sup>th</sup>			

Please continue to work from home on any day where a subject is not listed for you.

