**St Mark’s Catholic School**

HEADTEACHER: MS. A. WAUGH-LUCAS

BA (Hons), MA, NPQH, PQSI

106 BATH ROAD, HOUNSLOW, MIDDLESEX, TW3 3EJ

TEL: 020 8577 3600

www.st-marks.hounslow.sch.uk

17th June 2020

**Face-to-face support for Year 12 students**

Dear Parents and Carers,

I am writing to provide an update regarding our plans for Year 12. It has been an absolute joy to see the students who were in school yesterday for a meeting with their tutors. There has also been very positive feedback from teachers following the phone conversations as well.

Over the past few weeks we have been ensuring that the site is prepared for staff and students in line with government guidance on social distancing and minimising the risk of infection. Risk Assessments have been undertaken and the school had an external, independent Risk Assessment carried out by Ellis Whittam on Thursday 11th June.

We would now like to invite all Year 12 students to attend a session in school with their subject teachers in order to provide academic and practical support to supplement their ongoing remote learning. Each learning session will last for two hours and students will have a session for each subject, starting on 24th June. Students will be provided with a timetable.

During this time we will be adhering to strict government guidelines which includes:

* maintaining social distancing
* small groups of students for each session
* staggered start and end times for each group
* student desks arranged 2 metres apart
* cleaning hands more often than usual - students and staff are encouraged to regularly wash their hands thoroughly for 20 seconds with running water and soap and dry them thoroughly, or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
* ensuring good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach
* cleaning frequently touched surfaces often, using standard products such as detergents and bleach,
* minimising contact with individuals who are unwell by ensuring that students or staff who have coronavirus symptoms, or who have someone in their household who does, do not attend school.

Students are advised to avoid public transport if possible, however if no alternative is available, they must wear a face covering. If they have to use public transport to get to school, please read the Government’s advice: https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel- guidance-for-passengers. Students who are attending school by bike or walking must again maintain a social distance at all times and enter the premises by the student gate.

We will not be expecting students to adhere to the Sixth Form Dress Code, however any clothing should be suitable for school (i.e. shorts, vest tops are not appropriate). There will be no opportunity to use the canteen to purchase food or drink so if drinks and light snacks are required by your child they must bring them with them. Students must also come prepared with a pen and paper.

It is absolutely essential that the following advice is followed at all times. A student must stay at home and self-isolate if they or anyone else in their household is showing symptoms of the coronavirus. Further details about the symptoms are available here: https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/ This advice must be adhered to without exception.

Please take note of the following advice should your child have any underlying healthcare issues:

Clinically vulnerable or clinically extremely vulnerable individuals

* If your child has been classed as clinically vulnerable, you should follow medical advice about whether your child can return to school. Please notify the school if your medical advisor recommends that any additional steps are taken for your child to return to school.
* If your child lives with someone who is clinically vulnerable, the Government guidance states that your child can still return to school.
* If your child is clinically extremely vulnerable and has been advised to shield, they are not expected to return to school and we will support them to work from home. Again, please notify the school if your child falls into this category.
* If your child lives with someone who is clinically extremely vulnerable, the Government guidance states that they can only return to school if stringent social distancing can be adhered to they follow those instructions at all times. Please inform the school if your household (or any other households your child lives in) falls into this category so that we can discuss whether your child can return to school or if they should stay at home.

For further information about who is classified as clinically vulnerable and clinically extremely vulnerable, please visit: https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk-from- coronavirus/whos-at-higher-risk-from-coronavirus/

We believe that these sessions are very important for all Year 12 students, however you may decide not to send your child into school. This could be for a variety of reasons and it is down to individual families to make this decision. The Government has stated that parents who choose to keep their children at home will not be fined or suffer other consequences. We would be grateful if you could please indicate by Friday whether your child will be attending using the Google Form:

<https://forms.gle/4xaoQo55RS9XrbRY6>

This is to satisfy safeguarding requirements so we know who should be in school on each day. Your support with this is greatly appreciated.

I realise that there is a great deal of information in this letter but I am sure you appreciate the reasons why. Our main aim is for your child to have the most meaningful learning opportunities possible during these challenging times and to ensure that all risks are significantly mitigated. Thank you for your ongoing support and understanding and we will look forward to seeing Year 12 students from 24th June. If you have any queries, please do not hesitate to contact Miss O’Connell oconnelll@st-marks.hounslow.sch.uk.

Yours faithfully,



Ms A. Waugh-Lucas,

Headteacher