



Friday 3<sup>rd</sup> July 2020

Dear Parents/Carers,

## **Re: Plans for Returning to School in September**

Thank you for your continued support with your son/daughter during what has been an extremely challenging time.

Following the release of updated guidance by the government, I wish to let you know how Prince Henry's will operate from 1<sup>st</sup> September 2020.

Firstly, there are several important letters and pieces of communication to look out for. These are detailed as follows:

### **Incoming Years 9 & 12**

We will hold an **Induction Day** for our new Year 9 and Year 12 students on **Wednesday 2<sup>nd</sup> September**. Mr Thompson, Head of Year 9 and Mrs Webb, Head of Sixth Form, will write to you separately about these days.

**The rest of the school (current Years 9, 10 and 12) will start back on Thursday 3<sup>rd</sup> September.**

### **Current Years 10, 11, 12 and 13**

Mrs Lungley will write to all students who are due to receive examination results this summer.

### **All Year Groups**

A separate Home School Agreement will be sent to you from Mr Freeman in relation to our expectations.

### **Incoming Years 9-11**

You will receive a pack containing important information for students and you to read prior to the start of term in September. Please do take the time to look at this as there is some very important information contained within it.

Mrs Thomas (Assistant Head) is in constant contact with County Transport. At this moment in time, we do not know the situation regarding school buses, but this responsibility rests with the Local Authority. As soon as we have further information, we will of course let you know.

However, so long as there are no national or local restrictions to the opening of schools, I can confirm that, irrespective of whether buses are running or not, Prince Henry's will be open for all students in all Year Groups, with a full curriculum offer.

To conform to the guidance released by the government, there will be some fundamental changes that will take place and I will highlight these for you below:

- Our current Risk Assessment will be modified in light of the information contained within this letter. This will be published on the website in the next few days.
- A one-way system will be in operation in the school for students to use to minimise contact.
- Students will be provided with basic instructions to follow every day. These are attached for you.
- Pupils will be advised to stay 1m apart where they can.
- In accordance with the guidance, no face coverings are required as they interfere with teaching and learning.

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**Working in collaboration with Bredon Hill and St Egwin's Middle Schools**

The government has advised that schools should try and segregate the students into discrete “bubbles” with staggered breaks and lunches. In a school like Prince Henry’s, the “bubbles” are Year Groups. As so many pupils arrive to Prince Henry’s by bus, we cannot accommodate a staggered start or finish to the day. However, we have staggered entrances and exits for the different Year Groups and we have built in appropriate movement time at the beginning and end of the day.

In September the following will apply to all Year Groups:

- Year 9 - enter and exit the school by the Caretaker’s Office and will be based in Science. They will be split into three groups called Abbeys. The top playground will be their recreational area.
- Year 10 - enter and exit the school through the Sports Hall and will be based in Abbey Block and split into three groups. They will have the Tennis Courts to use as a recreational area.
- Year 11 - enter and exit the school through the Main Doors and will be based in The Grove and split into three groups. They will use the Quad area for recreation.
- Year 12 - enter and exit school from the steps by the new D & T building and will be based in the Gym, Lower Burlingham and brand new classrooms where Art used to be.
- Year 13 - enter and exit school from behind Abbey block; will be based in the Sixth Form Common Room, The Pavilions, Seminar Room.

Please see the attached diagram which illustrates the notes above.

In September, the structure of the school day will be different and this is outlined for you below.

We have made some of the lessons longer to potentially accommodate for some extra teaching time and to restrict movement.

In the first instance, to keep students within their “bubbles”, there will be no tutor groups. The tutor session will be delivered by the Subject Teacher students have for Lesson 1.

<b>Lesson 1</b>	<b>9am - 9.25am</b>	<b>Notices/Online Assembly/Register</b>
	<b>9.25am - 10.25am</b>	<b>Lesson Content</b>
<b>Lesson 2</b>	<b>10.25am - 11.45am</b>	<b>Lesson, incorporating 15-minute break time</b>
<b>Break</b>	<b>10.25am - 10.40am</b> <b>10.50am - 11.05am</b> <b>11.10am - 11.25am</b>	<b>Years 11 &amp; 13</b> <b>Years 9 &amp; 12</b> <b>Year 10</b>
<b>Lesson 3</b>	<b>11.45am - 1.25pm</b>	<b>Lesson, incorporating 30-minute lunch break</b>
<b>Lunch</b>	<b>11.45am - 12.15pm</b> <b>12.20pm - 12.50pm</b> <b>12.55pm - 1.25pm</b>	<b>Years 11 &amp; 13</b> <b>Years 9 &amp; 12</b> <b>Year 10</b>
<b>Lesson 4</b>	<b>1.25pm - 2.25pm</b>	
<b>Lesson 5</b>	<b>2.25pm - 3.25pm</b>	
<b>End of Day</b>	<b>Students who walk home will depart through their designated exits. Students who catch buses will remain in their classroom until dismissed.</b>	

The above system and day, allows us to enable home isolation for an individual class, an Abbey within a Year Group, or a whole Year Group should the unfortunate need arise due to any Covid outbreak. In this instance,

home learning will continue and should we be faced with another local or national lock-down, Prince Henry's has several options to enable learning to continue:

1. Online teaching at home
2. Face to Face teaching for invited groups in school
3. Individual Year Groups invited into school

Finally, please may I highlight the following points:

1. Students must come to school with their own equipment including: pens, pencils, coloured pencils, a ruler, a rubber, a calculator, a pair of compasses, a protractor, a glue stick and scissors.
2. It will be very helpful if students could bring their own hand sanitiser.
3. Students will be allowed to use the Wash Room at any time to avoid any congestion.
4. Students will not have access to a locker so should ensure they have a suitable bag that they can carry round with them all day and that is large enough to hold their school books and equipment.
5. Students must attend school in Full School Uniform and adhere to the guidelines mentioned in this letter. Each Year Group will have a separate break and lunch, but students should try and remain within their Abbey groups as best they can during these times as well.
6. Specialist classrooms for D & T, IT and Art will be available where possible.
7. The PE department will provide advice in relation to PE lessons, but there are no restrictions in changing rooms as the students will use them in "bubbles".
8. There are no restrictions to the sharing of text books in school.

This may change at any point during the school year and of course we will keep you informed.

I appreciate there is an enormous amount of information here, but I have summarised the key guidance from the government, in terms of how Prince Henry's can safely operate for all students in all years groups across all their subjects in September.

Thank you for your continued support.

Stay safe,

Yours sincerely



**Dr A Evans**  
**Headteacher**