



Re: Parent/carer information on school re-opening Monday 29th June – Friday 24th July 2020

Dear Parents/Carers,

I hope that you and your families are keeping positive and are well!

Firstly, we would like to thank all of you for your continued support. Many of you have been wonderful in providing praise and recognition for what we have offered your children both academically and pastorally over the last few months. Staff, parents and children have all rose to the challenge of working in a new way.

I wrote to you on 10th June to explain we were awaiting official Welsh Assembly Government Guidance. We have now received Local Authority and Welsh Government Guidance on re-opening schools on **Monday 29th June 2020**.

In order to meet the Welsh Government's aims of **CHECK IN - CATCH UP - PREPARE** we have produced a plan with the primary focus of ensuring the health, safety and wellbeing of all pupils and staff here at Chepstow School. This has been based on all Health & Safety advice and guidance from the Local Authority and Welsh Government; however, we remain cautious as we move forward.

We are aware that we will not be able to welcome *all* children back when we reopen. We have to consider many measures:

- The capacity of the building to include the full management of our facilities and logistical arrangements: including buildings, resources, cleaning and transport availability;
- Health and safety and wellbeing needs of staff and children;
- The planning of short term education for your child and beyond the summer term into autumn.

I want to equip you with as much information as possible to enable you to make the important decision of whether to send your child to school for the remainder of the summer term. We know that some of you will feel apprehensive. We assure you that the health and wellbeing of your child and the staff at Chepstow School is, as always, our primary concern.

There are **three steps** of how we intend to reinforce the Welsh Government's aims of **CHECK IN - CATCH UP – PREPARE**.

Step 1 - Return to School Survey

We have received your initial thoughts and comments after completing the school survey. Thank you for the speedy response; this has aided our planning. We also consulted with student council, staff, governing body, consortia and local authority.

Step 2 – Wellbeing/Expectation Meetings

From Monday 22nd June, we will invite you and your child to attend an online Wellbeing/Expectations meeting, by appointment (date to follow). At the appointment we will: discuss further support the school can offer, explain our expectations of delivery for the following week and listen to any concerns or issues you may have.



Step 3 - Re-opening

There is **no** legal requirement for you to send your child to school. The decision to send your child will be yours and if you choose not to, you will **not** be penalised in any way.

However, if you choose to send them, they will need to stick to our regimented approach: be placed in a pre-set zone/'bubble' and attend school on a specific day, once a week (see table below). It will not be possible to change the time, groups or day. There will be a staggered start and end time per group with staggered breaks during the day. Attendance may not be for a full day, it may be a morning or afternoon. Their usual class teacher may not teach your child.

Attendance will be as follows:

Year	Attendance	Entrance and exit points	Building allocation
7	Monday	Main Entrance	IT allocated room
8	Tuesday	Main Entrance	IT allocated room
9	Wednesday	Main Entrance	IT allocated room
10	Tuesday and Thursday	Leisure Centre Entrance	PE/Business Rooms
11	Online	Remote IAG meetings	Online
12	Monday and Friday	Main Car park (old reception area)	6th Form Centre
6	To be agreed	Leisure Centre Entrance	Leisure Centre
Key Workers	Monday to Friday	Temporary Reception	Learning Resource Zone

Transport

There is no provision for transport; therefore, the expectation is for parents to transport their children to and from school on the designated day and time. Children walking to and from school need to adhere to social distancing. There is no provision for late or early drop offs and pickups, if you do not arrive within the allocated time, we will not accept your child.

Arrival on school site

A member of SLT or Head of Year will take registration of your child at your designated time and entrance point. Pupils will be asked to sanitise their hands and will be directed to their classrooms in compliance with the one-way system.

Behaviour

There will be an adapted Behaviour Policy – this will be shared with you in the Wellbeing/expectations meeting. Any child contravening health and safety guidelines, good behaviour and positive conduct will be sent home immediately.

Uniform

Children can wear their own clothes rather than school uniform, which can be washed easily at the end of the day. Rules concerning hairstyles, jewellery and nail varnish will remain.

Mobile Phones

We are temporarily amending the rules surrounding mobile phones. Pupils can use these during designated break/down time.



Classrooms/Home rooms

A one-way system around the school will be enforced. Classrooms will be adapted to ensure compliance with the 2 meter rule. Resources in the class will be minimal. Children should only bring with them water/drinks bottles, no other items are permitted. Staff may opt to wear PPE.

Attendance at school

On your child's allocated day, the programme will broadly follow an expectations assembly; a wellbeing session; distance learning session, to understand 'blended learning' approaches of face to face and remote delivery, skills session and a reading session. The delivery will be bespoke for each year group, dependent on need. This will be shared during 'expectations week' with you. Children and year groups will be in isolated 'bubbles' to ensure they will not mix with other year groups

Distance learning will continue to be the prime method and focus through the summer and potentially autumn term. Over the course of the day/s in school, we will be providing information and guidance to complement and support this learning. All pupils should continue with their distance learning during the rest of the week.

Lunch and free time

The canteen will open for some year groups dependent on the programme; however' the menu will be limited to 'grab and go' meals. We ask that all pupils bring plentiful supply of bottled drinks from home. Water fountains will not be in use.

Key Workers

If you have been identified as a Key Worker, your child/children will be required to remain within a designated Key Worker Pupil Zone and will not be able to access any of the other zones. Thornwell Hub will close from the 22nd and will reopen at Chepstow School for Chepstow pupils. If you require your child to only attend on the designated day specific to their year group, that is also fine, but they will no longer be eligible for the Key Worker pupil provision.

Key Worker pupils will not follow the same timetable as their peers. Instead, we will ask them to continue with current set work during the school day.

We realise that these new systems will take some getting used to, but we know that our staff and students will face these challenges as a community. We are looking forward to returning to some sense of normality and thank you in advance for your support with this.

Finally, all planning is contingent on the virus behaving as we expect it to. If anything changes, we would step things down. Any decision comes with the possibility of backward steps i.e. closing schools. I acknowledge that this is a lot to take in and may not match what you had expected when the Minister made her announcement last week. Should you wish to change your decision to send your child to school, you must share this at your allocated appointment for 'Wellbeing/Expectations' week.

We look forward to seeing you very soon and please do not hesitate to contact the school or use the Wellbeing/Expectations meetings week if you have any queries. Please stay safe and take care of yourselves and your families.

Best wishes

Matt Sims

Headteacher