

Headteacher: Miss Caitlin Macrae

Students who are unable to attend school, because they are clinically or extremely clinically vulnerable, or living in a household with someone who is extremely clinically vulnerable, will be contacted remotely by their tutor or Head of Year for this review.

Further details, with your child's appointment day and time, will follow in due course.

Week beginning 13th July:

Year 10 and Year 12 students will again be invited into school for a second one to one Wellbeing and Engagement review with a member of staff. Again, this session will last around 20 minutes and will involve a discussion around the following areas:

- Wellbeing: How are you? Is there anything we can do to support you with your wellbeing?
- Home Learning: How is this going? What are your successes? Are you having any issues or struggles? What home learning will you do over the summer, so you are ready for September? What can we do to support you?

During the session, each student's person centred profile will be updated and will be shared with their teachers following the session.

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Further details, with your child's appointment day and time, will follow in due course.

22nd June to 10th July:

During these three weeks, we will be inviting **some** Year 10 and Year 12 students into school for two sessions each week. Each session will last three or four hours. These will be students who, according to their subject teachers, have been struggling to engage with and/or make progress with their home learning.

For some Year 10 and Year 12 students, these sessions will be supervised independent study sessions, based in computer rooms, with subject teachers on hand to support. For some other Year 10 students, these sessions will be subject specific, taught sessions, which will consolidate the remote home learning being set.

If your child is involved in these sessions, further details will be sent out to you before **17th June**. Students who are unable to attend school, because they are clinically or extremely clinically vulnerable, or living in a household with someone who is extremely clinically vulnerable, will be contacted remotely by their teachers, to offer this additional support, where possible.

Throughout this period, from **15th June to 17th July**, your child's subject teachers will continue to set work remotely through Show My Homework, as this remains the predominant mode of education for our students. All Year 10 and Year 12 students should continue to raise any questions, issues or concerns about the work with their subject teachers, using their school email.

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Our health and safety measures are as follows:

The safety of our students, staff and families is always at the forefront of our planning. We therefore have the following measures in place in school to minimise the risk for all:

- Everyone in school is expected to practise social distancing of 2m at all times; signage and 2m markers around the school site make this very clear for all
- There is a one way system in place around the school, clearly marked
- All students attending school will be required to take their temperature, using an electronic thermometer provided by the school, on arrival
- Everyone attending school will be asked to wash their hands regularly and follow expected respiratory hygiene practices
- All classrooms and areas in use are regularly and thoroughly cleaned, with touch points being cleaned continually throughout the day
- Classrooms and other areas have been rearranged to ensure 2m social distancing
- All classrooms and areas in use are equipped with tissues, disinfectant spray, hand sanitiser and wipes
- Any activities where items are shared and/or passed from hand to hand are being avoided
- Where school equipment (e.g. computer keyboards) is used, the item is disinfected before and after each use
- All students attending sessions in school will either be one-to-one with a member of staff or in a consistent 'bubble' of students; there will usually be no more than 10 students in each 'bubble'
- Students will be supervised/taught by a small team of staff, which may vary
- The dining room will remain closed; everyone should bring their own drink and a packed lunch into school with them, when required
- Assemblies, or any activities that involves larger groups of students and staff, will not take place
- Student arrival, breaks and departure will be staggered and closely supervised
- Students **must** follow our Expectations of Conduct at all times. Please find our Behaviour for Learning Policy, with an attached Covid 19 Addendum, on our school website
- Students who do not follow these Expectations may have their place in school withdrawn for a period of time
- If a student puts the health and safety of other students or staff in school at risk, parents/carers will be contacted to collect the student immediately
- [Students are also expected to socially distance, to keep themselves and others safe, on the journey to and from school](#)
- Students who display symptoms of coronavirus, or who are living in a household where someone displays symptoms of coronavirus, **must not attend school** for the required period. Please see the following link for further details:
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

If your child is extremely clinically vulnerable and shielding, clinically vulnerable or living in a household with extremely clinically vulnerable and shielding family members we would ask that your child does not attend school.

If your child travels to school by public transport, please see the following information:

<https://extranet.dft.gov.uk/safer-transport-campaign/schools/>

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Thank you to all of you who completed our Year 10 and Year 12 parent/carer survey just before half term. For those of you who told us that you are undecided about sending your child into school for sessions, we will contact you again early next week, once you have had time to read the details of this letter, to find out whether you have made a decision.

Many thanks for your continued patience and support of the school. If we can help further in any way, please do not hesitate to get in touch with us on admin@highfield.herts.sch.uk and we will do our best to help.

Wishing you all the best of health.

Kind regards

Caitlin Macrae
Headteacher