



HEAD: Julian R. Nicholls B.Sc, M.A

30<sup>th</sup> October 2020

Dear Parents/Carers

Firstly, can I thank you for your cooperation and patience during what has been a difficult time for all of us.

In Sixth Form we have had a small number of positive cases of Covid-19 which have led to students having to self-isolate. We will welcome all our isolating students back next week and as the Sixth Form will be full again, we have decided to make some changes to our working methods to hopefully ensure we keep any future need for isolating down to a minimum.

We have looked at how we can minimise contact of students in the Sixth Form centre but still maintain the highest quality of education for all learners. I would appreciate you speaking to your son/daughter about these changes and reinforcing the need for all of us to follow the rules to ensure as little future disruption as possible. We must maintain a safe environment for our staff and students.

These changes are a short-term measure and we hope to be "back to normal" as soon as possible.

### **From Monday 2<sup>nd</sup> November the following changes will apply:**

- All students must socially distance as much as possible. This will mean in some cases students sitting apart from others, not standing together in groups and using the outside space available during breaks and lunches if possible.
- In SG3 (The ground floor study area and café) students **are required to wear face coverings at all times**. This applies if they are working at the computers or on the café tables. Obviously when students are eating, they are to remove their face coverings, but they should be put on if students are working or socialising.
- This is a new emphasis on the importance of wearing masks/face coverings and keeping our community safe by doing so.



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## YEAR 12

- Year 12 students will be expected to attend school for their first lesson of the day.
  - If their first lesson is at 9am, they are expected to attend their Form period at 8.30. This is only compulsory on days when their subject lessons start at 9am.
  - For example; If their first lesson starts at 10am, they will be expected to arrive by 9.50 to be ready for their lesson.
  - **All lessons are compulsory** and we expect all learners to be punctual.
- Once Year 12 students have finished their last lesson of the day, they are to leave school and study from home for the remainder of the day. This means that study periods at the end of the school day are to be taken at home.

## YEAR 13

- Year 13 students will still be expected to attend all Form periods at 8.30am UNTIL they have completed and sent off their UCAS application. Once these have been completed, they too can arrive in school ready for their first lesson in the same way as Year 12. We feel that year 13 desperately need this help and support in the mornings to ensure their applications to Universities are completed to the highest standards.
- As always, Year 13 are to leave site when they have finished their lessons for the day.

Whilst we want to cut down on the numbers of students using the study space, please note that our facilities are not closed and those students who genuinely wish to work can stay in school.

We hope that we can return to daily tutor periods for all students as soon as possible. I have also attached a copy of the *Frequently Asked Questions* sheet that all Sixth Formers have been sent on Show My Homework and via their school email address.

Thank you so much for your support and help during these trying times,

Ms Olivia Tattum Head of Sixth Form