

Warblington School  
Southhigh Road  
Havant  
Hampshire  
PO9 2RR

**T** 023 9247 5480  
**F** 023 9248 6127  
**E** admin@warblingtonschool.co.uk

[www.warblingtonschool.co.uk](http://www.warblingtonschool.co.uk)

**Headteacher:** Mr Michael Hartnell



**Warblington  
School**

Growing minds, successful futures

10 June 2020

Dear Year 10 Students, Parents and Carers

Firstly, I would like to take this opportunity to formally announce that Miss Blundell will be taking on the role as your head of year for the remainder of your time at Warblington School. She is very much looking forward to taking over from Mr Cooper whilst he is on long-term sick leave.

As you are aware the government have announced that they want Year 10 students to attend school for some face to face contact with teachers from Monday 15 June. They have asked that we plan to take no more than a quarter of the year group on any one day and that we implement procedures in order to minimise the risk of transmission of COVID-19.

### **Phase 1**

Phase 1 will be the first week back, and will see year 10's having time with their tutors to carefully review the work they have completed, be formally introduced to Miss Blundell as head of year and begin looking at how to work well from home. Following feedback from parents, staff and governors, for the first week our intention is to invite each Tutor Group to attend for one session as follows:

Monday 15 June  
Tuesday 16 June  
Wednesday 17 June  
Thursday 18 June  
Friday 19 June

The year group have been carefully split into groups of 8 within their tutor group. This will form their 'bubble' of students whom they will be with for all of the sessions they are in school. The day is split into 3 sessions:

Session 1 runs from 8:50 to 10:20  
Session 2 runs from 10:45 to 12:15  
Session 3 runs from 13:15 to 2:45.

Your child will need to be in on .....

All sessions will be in MA4.



## **Phase 2**

From week commencing 22 June, students will be with the same 8 students, but they will rotate around having a session with an English, Maths and Science teacher. Whilst many of you said that you would prefer this to be with their own teacher, this is just not possible to timetable whilst DfE guidelines suggest keeping students with the same group reduces the possibility of infection.

Students will receive full information of this phase during the tutor session in Phase 1.

### **Arriving to school**

Students can come to school however they wish, but I would like to draw your attention to a few points.

- If they walk to school with someone, they should adhere to the social distancing guidelines of being 2 meters apart.
- If they travel by public transport, from the 15 June, they should wear a face covering whilst on public transport.
- If they cycle, they can continue to do so however please be aware that only the front gate of the cycle shed will be open.

We are asking that students do not arrive any earlier than 10 minutes before their first session is due to start as they will need to wait outside the student entrance by the maths department and we do not wish any groups to gather outside school.

### **Entry to the school site**

Once students are allowed onto site, they will be ushered to one of two hand sanitizing stations. They will be required to hand sanitize and have their temperature taken before going straight to the classroom that they will be learning in. The corridors have marked 2m lines and there are posters around the site reminding them of the need to social distance at all times.

### **In the classroom**

When students arrive at the classroom, they will need to pick a chair from the clean chair stack and take it into the classroom. They will also be asked to take a wipe from the sanitizing station and again sanitize their hands. The wipe is to be used to clean their desk before sitting down.

The rooms have been arranged in a 'U' shape, with seats and desks 2m apart. A staff desk will be positioned in the middle at the front of the room, with a 'technical area' marked on the floor which would allow the teacher, if they felt comfortable, to walk in the middle of the room, maintaining a 2m social distance from each student. At the end of each session, students will be asked to remove their chair and place it on the 'used' stack when leaving the room.

It is essential that students bring their full pencil case with them, since we will be unable to loan equipment due to the risk of contamination. Students will also be expected to bring their books and any work they have completed in Maths, English and Science together with any other work they need help with.

## **Food and drink**

Students may bring their own bottle of water with them, but there will be no access to the canteen for food and there are no breaks in the day for students to eat. Once their sessions have finished, they will need to leave site, where they are free to eat.

We would discourage students going to the toilet, however a student will be permitted to go to the toilet, but will need to be escorted by a member of the senior team to ensure they attend the correct toilet which is clean and clear of any other students.

## **Dress code**

Students will not be required to wear uniform during phases 1 and 2 of the return. This is due to potential hygiene reasons in the hope that clothes are washed once students have returned from school. We know this is not always easy with blazers.

## **Behaviour**

I ask that if your child is going to return, you stress with them the importance of following the social distancing guidelines and either bring them to school or insist they walk or cycle up alone. If your child would normally have transport arranged via social services, this will be arranged and operate with social distancing in place. If any student refuses to follow our expectations or behaves in any way to compromise the safety of others, they will be sent home and lose the opportunity of teacher support at this time.

There will be no free time whilst in school and students will be asked to strictly go from one session to the next. This is key to us maintaining the bubble of students and to ensuring the site can be kept clean throughout the day. A one way system is in operation, and will be explained to students during the tutor sessions.

## **Online Learning**

The majority of learning will still take place on-line with all teachers setting work to complete at home. The sessions in school will help address any gaps in learning, allow those who need to catch up to do so and give a deeper understanding of the work covered. At present we are expecting that GCSEs will go ahead as normal next summer. Our aim is to support our students be as successful as possible in these examinations whilst making sure they are safe and coping with the current situation.

We appreciate that some students will have struggled more than others over the past few months, experienced family bereavements or struggled with the isolation from others. Each day we will have pastoral staff available to support them. The aim is that over the next 5 weeks, we can make sure all Year 10s are ready to make a positive start to Year 11. Please be aware that we are following Government and Local Authority advice and should the national or local situation change these plans may need to change or be delayed. I will of course communicate this as soon as possible should that be the case.

## **Changes to the setting of work**

We are making some changes to the way we are working for all year groups from 15 June. These are outlined as follows.

- **Narrated Powerpoints / Movies for all subjects**

All powerpoints will be uploaded to classcharts with narration to accompany. This will enable a much greater explanation of what is expected, and allow elaboration of key terms etc. It will also allow us to begin modelling good examples as this moves forward. These will also be available as videos so that they are more accessible on mobile devices, allowing them to pause and complete the tasks.

- **Being part of a Microsoft 'Team'**

Students will be allocated to a 'Team' for each of their classes using Microsoft Teams. This is a web based platform and is also available via a free app, but it will require students to login using their usual school email. Whilst I appreciate not every student will want access to this, this will be one of the areas we address in the face to face time in school. In the 'Team' they will have their class teacher who will be available to discuss the work, but they will also be able to communicate with other class members. This will be done by posting a 'chat' and then the member of staff responding. It will be visible for all the class to see. Video and calling communication will not be enabled, and all comments are tracked and visible by all classmates and staff. This will however ensure that students have access to their teacher to answer questions.

- **Replacing the email system**

We will be enabling a communication module on classcharts for two way communication from parent to teacher, student to teacher and vice versa again to hopefully stop concerns building up and enabling questions to be asked. This is more personal for concerns that cannot be raised in a class forum. Again, all comments can be seen by all parties and line managers in school to ensure safeguarding compliance.

- **Regular Engagement Reports**

Engagement reports will be sent out to you, indicating which subjects your child has engaged with to enable you to see what has been completed or not.

- **Assessments**

Year 10 would soon be embarking on the first set of Pre Public Exams. We obviously will not be able to go ahead as usual, so instead we will be sending home assessments for students to complete, that will check for knowledge learned so far.

## **Attendance**

Attendance to school will be monitored for safety reasons. Therefore, please let us know by **8.30am on Monday 15 June** if your child will not be attending school for these sessions and if possible let us know if is because of:

- a. parental choice,
- b. either themselves or a member of the family is vulnerable.
- c. either themselves or a family member has symptoms and is self isolating

If you child intends to come in but is ill on the day, then please use the normal absence procedures and call the school. Normal attendance procedures will apply and you will be notified if we are expecting your child and they do not arrive on site.

We know this is an incredibly difficult and possibly anxious time for everyone. For many of us, we have been coming into an empty school and we cannot wait to welcome your child back. Whilst we know this is nowhere close to normality, we are hoping it will allow for some face to face tuition to take place. The full risk assessment is available on our website so you can see the lengths we have gone to in order to facilitate this.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M Hartnell', with a large, stylized flourish at the end.

Mr M Hartnell  
Headteacher