



Notre Dame Catholic College

Established 1869

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Executive Headteacher: Mr Matthew Symes BA(Hons) NPQH

10th June 2020

Dear Parent/Carer

I hope that you and your family are safe and well and are coping with the current, difficult, situation. As you may be aware, the Government has directed schools to offer some 'face to face' communication between teachers and pupils in Year 10 and in Year 12 in addition to the on-line learning and resources in place since 20th March. There is no strict guidance on how this will be achieved and it is up to individual schools to decide how this will be delivered. We have discussed the issue with Governors, staff, Headteacher colleagues and Professional Associations and below is the information you will need to know relating to how much 'face to face' education your child will be offered from 15th June 2020 to the end of the summer term, 17th July 2020.

We would like to give your son/daughter the opportunity for some face to face communication with school staff. There is no legal requirement for attendance and parents/carers will not be prosecuted for non-attendance during the summer term.

Your child will be assigned to a 'bubble' which means they will always be in the same group when they come into school.

Name of pupil: personalized bubbles

Bubble Number: There are 4 different

Your child will be invited to come into school for face to face communication with staff on the following dates and times.

The paper copy of this document will have dates and times personalised for your child. Alternatively your child can also access the information on class charts today.

Although this is only a small amount of direct contact with your child, I hope you can understand that, given the seriousness of the current pandemic, Public Health England have advised that this is the safest way, at this moment in time, to deliver some form of 'face to face' education. What is really important is that we continue to work together in partnership to ensure that all Year 10 pupils receive as much support as we can possibly give them for the rest of the term.

I also need your support in emphasising to your daughter/son that once they enter the school gate they **must** strictly follow all the safety measures that we have put in place. Social distancing (minimum of 2 metres), washing hands regularly, moving around the building in an orderly manner and following the school rules first time every time, is absolutely necessary. Your child needs to understand that, due to the seriousness of Covid-19 and the need to minimize the risk to all (pupils and staff), there will be no acceptance of poor behaviour (in any form) or defiance. Please discuss with your daughters and sons that and explain that if their behaviour is considered to be

unacceptable at any time when in school, they will be asked to stay at home. However, I am confident that all our young people will co-operate with staff and find their time in school to be productive and worthwhile.

There will be three members of SLT on site each day to support behaviour for learning and staff will use a graduated response to any poor behaviour. In the first instance staff conducting face-to-face sessions with pupils will manage pupil behaviour. Rules will be explained to pupils on the first day of the 'bubble'.

Step 1: Where a pupil is infringing the protocols around acceptable behaviour and/or social distancing they should be reminded of the need to behave appropriately on site and the implications of negative behaviours by the staff managing the learning space.

Step 2: If a pupil continues to cause an issue a member of SLT should be sent for who will remove the pupil from the room for a fixed period of time and re-enforce expectations. They pupil will re-join the lesson after that period on a final warning.

Step3: If a pupil fails to adhere to rules at this point they will be told to leave the school building for the remainder of the day. Parents/Carers will be informed that the pupil has been told to leave the school site.

Step 4: Pupils will be allowed to return the following day (depending upon the seriousness of the incident). Continued disruption at this point will mean the pupil is sent home and not to return for the term.

Health and Safety - Parents/carers should monitor their child's health and refrain from sending them to school if they or any member of the household is displaying symptoms.

School uniform - Pupils will be allowed to wear their own clothes enabling clothes to be washed at the end of each school session. We would advise parents/carers that appropriate clothing should be worn. Shorts or skirts should be knee length.

Entering and Exit the building – Pupils will enter and exit the building via the front entrance. Pupils will be asked to sanitise their hands on entering and exiting the building and to maintain social distancing measures.

Catering –There is no on-site catering provision. Please provide snacks/lunch and water for your child to consume during their breaks. Pupils should bring their own cutlery into school if required.

No-one knows what will happen in September as the impact of the pandemic changes on a daily basis but I would hope that there will have been further loosening of restrictions and an increase in the amount of time all pupils spend in school. However, at the minute, the guidance from the Government is clear – 'face to face' contact with Year 10 and Year 12 only at least until the end of the summer term.

Can I also ask that you please encourage your child to complete work that has been sent home via Class Charts and to contact their teachers if any problems arise. The school has remained open for vulnerable pupils and children of key workers since 20th March and will continue to do so. Pupils and parents have the ability to contact any member of teaching staff through the class charts website or app.

I will continue to update you before the end of this term.

Finally, I would like to thank you for your continued support and encouragement and please do not forget to contact me at any time through email or the school office to express any concerns you

have.

Yours sincerely



Mrs A M Costello
Head of School