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Headteacher: Louise Voden

Dear Parents and Carers

September re-opening of schools

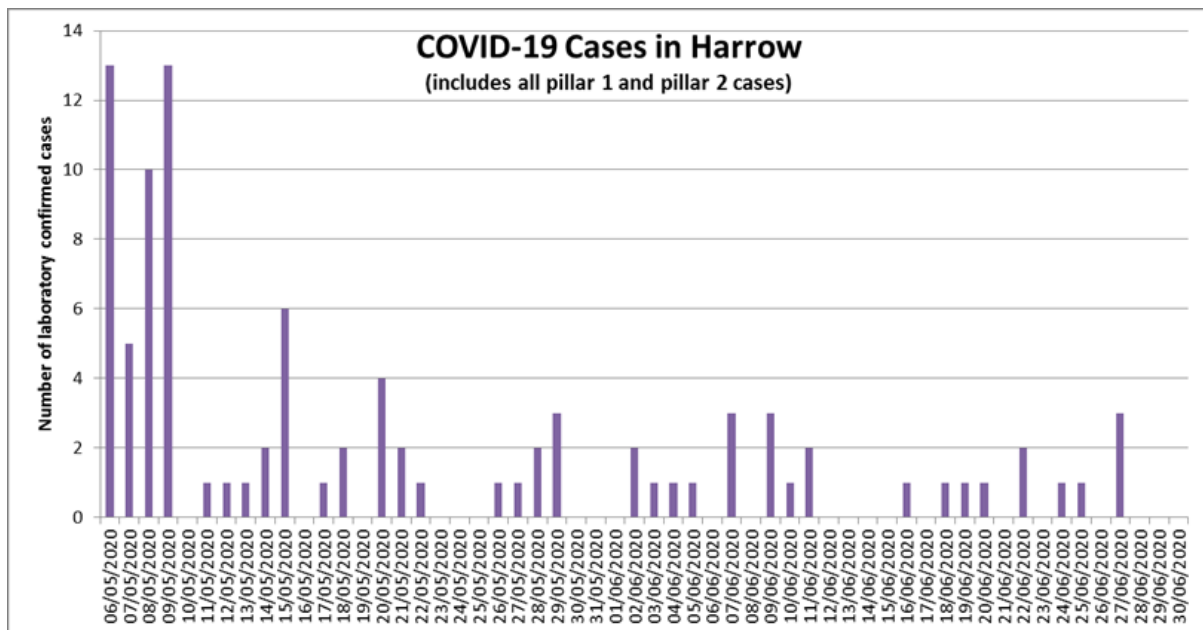
I do hope that my usual Friday correspondence finds you and your families safe and well. Unbelievably, here we are at the end of the Summer Term and what a year it has been. I think we will all be quite happy to reflect on what has been an incredibly challenging time for most of us, say goodbye to academic year 2019/20 and move on with hope and positivity. So on that note, as promised last week, please find below an outline of the arrangements for the full return to school for all students in September. We can't wait to have the students back full time! I would be very grateful if you could please take a little time to read through everything carefully, as clearly there is a substantial amount of information to communicate.

Firstly, we would like to assure you that the High Schools Headteachers' group have had detailed discussions on implementation of the government guidance for the full re-opening of schools in September. In common with our approach to partial re-opening earlier this year for Years 10 and 12, we have taken collaborative decisions at the same time as considering the unique circumstances of our own schools. It is recognised in the guidance that there cannot be a 'one-size-fits-all' approach, and that Headteachers are best placed to make informed decisions about how to balance delivering a broad and balanced curriculum with the measures needed to manage risk.

All schools have also had to work within their existing resources to welcome the children back, as there are no plans at this stage to reimburse schools for the additional costs incurred in mitigating the risks associated with coronavirus. As a result, whilst we have worked hard to put systems and procedures in place to ensure the safety of our staff and students whilst still ensuring a full return to school, these will differ in every institution. We thank our parents and carers in advance for understanding that any comparison between schools is unhelpful and for trusting the leadership teams of their child's own school.

Health advice

It is very reassuring for us to know that COVID-19 cases in Harrow are at an extremely low level and the benefits of being back in school far outweigh the very low risk from COVID-19. The slide below shows the latest figures from Public Health for confirmed cases in Harrow. Pillar 1 cases are swab testing in Public Health England (PHE) labs and NHS hospitals for those with a clinical need, and health and care workers; Pillar 2 cases are swab testing for the wider population, as set out in government guidance. The data is very encouraging, but in order to keep transmission rates low, when students return in September, it is essential that they do not attend school if they become **unwell with a new continuous cough, a high temperature or a loss of or change in their normal sense of taste and smell**. If students develop any of these symptoms they must stay at home and follow public health guidance. <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>. Please advise us immediately in the usual way if your child is unwell. The school will naturally be cooperating fully with NHS Test and Trace.



Social distancing

We would really value your support in emphasising to the children the importance of social distancing when they return to school, both in school and on the journey to and from school. We will be delivering a full curriculum to all Year groups and whilst it is understood that such a large number of children on a school site will inevitably find it difficult to adhere to social distancing at all times, we have taken a number of actions to minimise contacts between children and staff. We are attempting to keep the children in Year group bubbles but the staff will move between them in order to deliver a full curriculum, using specialist teachers. It is essential that the children try to **maintain a distance of 2 metres away from staff** at all times and we thank you for discussing the importance of this with your child.

Hygiene

As we are all aware, good hand and respiratory hygiene is essential to halt the spread of the virus. Please could you ensure that your child brings with them each day **a pocket hand sanitiser and a packet of tissues**. Please emphasise to your child the importance of **regular hand washing** (or using sanitiser if they can't easily get to a wash basin); always **coughing or sneezing into a tissue or the crook of their arm**; and **disposing of any used tissues in a lidded bin**. Clearly any kind of throat clearing or spitting is as always, an absolute no-no. We have invested in a number of hand sanitising stations and ask that students sanitise hands as they come onto the school site. Students will be expected to **wipe down their desks and keyboards at the end of every lesson** and wipes will be provided for this. Please discuss with your child the importance of collective responsibility in this regard; we are all in this together and need to make school work so that we can avoid further disruption to their education.

Travelling to school

We are advised that public transport capacity will continue to be constrained in the autumn term and that the use of it, especially during peak times, should be kept to an absolute minimum. As the vast majority of our students are very local, we recommend that they **walk or cycle**. We will be making



NOWER HILL HIGH SCHOOL

additional cycle storage available for students, but please remember to bring a good **cycle lock and wear a helmet**. A reminder that face masks must be worn on public transport.

Face masks

At the time of writing, the guidance is that these are not required in school, however if students feel more secure wearing them, they are more than welcome to do so. Please remember though that if they wear a face mask to travel to school, this will need to be changed for a clean mask once they arrive in school, and the 'travel' mask either disposed of in a lidded bin at the school entrance or tied up in a plastic bag to be taken home and washed.

Uniform

Students will be expected to wear **full and correct school uniform** on their return. Given that the weather in September is usually very pleasant, we will continue with summer uniform until the end of the month. We will not be using the PE changing rooms for hygiene reasons so on the days on which students are timetabled for PE, they need to **wear their PE kit to school**, but they **must wear their school jumper over it** so we can still recognise a child's Year group. If they wish, they may wear a blazer too, but it would not be required.

Please note that we are **not able to lend any form of clothing to students** during this time, so it is essential they come in the correct uniform and remember to wear their PE kits on appropriate days. We are also unfortunately unable to lend aprons for Art and Technology, so please can we ask you to purchase an apron for your child for these subjects. A **plain navy standard apron** is preferred such as the one shown here:



We understand that many families will have suffered financial hardship during the holidays and although we cannot lend any items of uniform, we have a good stock of freshly laundered second hand uniform that we are more than happy to give to anyone in need. Please contact Student Services if we can help you at all in this regard.

The School Day

To reduce the numbers of students travelling to and from school at the same time, we are staggering the start and end of the school day by moving registration to the end of the day for Years 9, 10 and 11. We are also staggering lunch and break for the different Year groups to ensure Year group 'bubbles' can be kept apart and to prevent overcrowding in the canteen and other food outlets. A summary of the school day for the different year groups can be seen in the table below.



Year	8:45 – 9:10	9:10- 10:00	10:00 – 10:50	10:50 – 11:10	11:10 – 12:00	12:00 – 12:50	12:50 – 1:40	1:40 - 2:30	2:30 – 3:20	3:20 – 3:45
	25 mins	50 mins	50 mins	20 mins	50 mins	50 mins	50 mins	50 mins	50 mins	25 mins
7	Reg	1	2	Break	3	Lunch	4	5	6	
8	Reg	1	2	Break	3	Lunch	4	5	6	
12	Reg	1	2	Break	3	Lunch	4	5	6	
13	Reg	1	2	Break	3	Lunch	4	5	6	
		9:10- 10:00	10:00 – 10:50	10:50 – 11:40	11:40 – 12:00	12:00 – 12:50	12:50 – 1:40	1:40 - 2:30	2:30 – 3:20	3:20 – 3:45
		50 mins	50 mins	50 Mins	20 mins	50 mins	50 mins	50 mins	50 mins	25 mins
9		1	2	3	Break	4	Lunch	5	6	Reg
10		1	2	3	Break	4	Lunch	5	6	Reg
11		1	2	3	Break	4	Lunch	5	6	Reg

Timetable

Individual student timetables will be sent out by InTouch early next week and students will receive a paper copy on their return in September. We are moving to a **two-week timetable** where students only have double period lessons, to reduce the amount of time students spend moving on the corridors. Monday 7th September will be week one with the following week being week 2. We will then repeat this pattern across the whole academic year. We will issue many reminders each day to ensure students are aware which week's timetable we are following, but your help in organising your child is much appreciated.

Breaks and Lunchtimes

We suggest that it may well be more convenient for students to **bring their own snacks and a packed lunch** where possible. The canteen and food outlets will be providing a slightly reduced hot food menu on our return, to enable students to "take away" their hot meal; unfortunately, we do not have seating



NOWER HILL HIGH SCHOOL

capacity for all students to sit down during lunch and maintain Year group bubbles. Children in receipt of free school meals will of course receive these as usual. Year Groups will be allocated zones for their free time, in which they will be able to relax and socialise. These will be made very clear to all children during the first registration sessions. Students will **only be permitted to use the water fountains to fill bottles at** and not drink from. To facilitate regular filling of water bottles we will be installing additional water points. Finally, we recommend students bring an umbrella and/or a rainproof jacket to enable them to enjoy the fresh air during their breaks and lunches.

Absence

From September, **all students are expected back in school**. Where a child has received an NHS shielding letter, parents and carers should have been contacted by the School Nurse to engage in a discussion regarding their return to school. Should you have any concerns regarding medical / clinical vulnerability of a child, please do make contact asap with the School Nurse by emailing admin@nowerhill.harrow.sch.uk, and Sister Sexton will contact you as soon as possible. Any other attendance concerns or queries should be directed to attendance@nowerhill.harrow.sch.uk. As outlined previously, we anticipate significantly reduced bus services and buses which will not stop when they are at capacity. For this reason, it is important that students determine how long it will take them to walk or cycle to school, and to ensure that they leave on time to avoid being late.

Behaviour

You would have received a copy of the updated Behaviour Policy earlier this week from Ms Sabbagh, highlighting some minor changes for the new academic year. As always at the start of a new school year, our very robust behaviour policy and expectations will be revisited with all students. The Ladder of Rewards and Ladder of Consequences will be used as normal, but we will be outlining to students very clear expectations of additional behaviours which will not be tolerated. It would be very much appreciated if these could be reinforced at home also, prior to the start of the new academic year. We will not tolerate any jokes regarding COVID-19, particularly as some of our students have suffered bereavements relating to the illness during the period of school closure. Similarly, although we are willing to remind students regarding the need for social distancing and one way systems in school, we will expect them to follow staff instructions first time, every time. This will be essential to ensure student and staff safety. Additionally, we would not expect any of our delightful students to display such disappointing behaviours, but any instances of a student coughing/spitting purposely, will be dealt with at the most serious level.

Student Support

Ms Sabbagh will outline a number of points in her End of Term Letter regarding Student Support for the new academic year, including extended registration periods over the first two weeks, to enable students to re-connect with peers and staff and to receive vital guidance and support from their Form Tutors and Year Coordinators. We do encourage parents and carers to ensure that where there have been challenges for the children over the school closure/summer holiday period, that Year Coordinators are kept informed prior to the students' return. This may be communicated to Year Coordinators by using admin@nowerhill.harrow.sch.uk.



NOWER HILL HIGH SCHOOL

Dates for return to school

Countdown to these dates dear parents and carers: home schooling is over!

Year 7 **Friday 4th September at 9.00am**

Years 8 to 11 **Monday 7th September at 8.45am for Years 7 and 8;
9.10am for Years 9,10 and 11. Years 9,10 and 11 go straight to Form rooms**

Years 12 and 13 **Monday 7th September at 8.45am**

Arrangements for 6th Form

If your son/daughter is in Year 11 you will already have received information regarding the first few days of term for Year 12, and if your son/daughter is currently in Year 12, the 6th Form Team will be writing to you shortly about the start of term for Year 13. 6th Form students will have an induction day when they are initially off timetable, but after this normal lessons will start for Year 13 on Tuesday 8th September and for Year 12 on Wednesday 9th September.

In terms of registration, once normal lessons have started we will not require students to attend registration on days when they do not have lessons in the morning, which will be two days a week for most students. We will make provision for students who are not in registration to receive notices, messages and information about Form time activities via the 6th Form message board on G Suite. Mastery learning sessions will be suspended temporarily at the start of next term, but we are currently making arrangements for some of the study skills tutorials and other activities that would have taken place in these sessions to be made available for students online. To prevent too many students being on site at any one time, students will not be permitted to come into school to study independently when they do not have lessons. In order to support next year's Year 13 students with their applications to higher education, each student will be given a 1:1 appointment with Mrs de Silva, our UCAS Adviser, to discuss their personal statement during September and October. Students' appointment times will be displayed on the 6th Form message board.

Visitors to the site

We are sorry but in order to meet the government guidance for re-opening schools, we are not permitted to have visitors on site unless by prior appointment. In addition, it will be not be possible for equipment to be dropped off at the school office during the day, so please ensure that your child has everything they need for the day ahead before they leave home.

And in the event of a local closure.....

We hope that with everyone practising appropriate social distancing and good hygiene this will not be the case, but we have been working hard to enhance our remote learning offer and it will be 'on the shelf' and ready to go if required. Similarly, if any child has to self-isolate, remote learning will be available for them from the first day of their absence.

I think that is all for now and may I thank you for reading to the end of this rather long, but necessary communication. You will also find attached to this email an electronic copy of a student handbook that guides the children through the 'new normal' at school from September. The 6th Form team will be sending a slightly more adult booklet to their students and the Inclusion team will send a differentiated version for our SEND children. We would be very grateful if you would read through it



NOWER HILL HIGH SCHOOL

with them during the holidays, but we will also be issuing all students with a paper copy on their first day back at school and talking through the new routines with them.

All that remains to be said now is a huge thank you to all of you for your support, kindness and patience during this incredibly challenging year. We really look forward to being able to return to something resembling normal in September and hope it is not too long before we can resume our full programme of events and welcome you back to the school properly.

From us all at Nower Hill, may we wish you a very happy, restful and safe summer.

Yours sincerely

LOUISE VODEN
Headteacher