

Dear Parent / Carer

As we approach the end of an unprecedented year, I would like to take this opportunity to thank you for your patience and support over these last few months. We have all needed to adapt to new ways of working and I am immensely proud of the resilience, creativity and initiative that has been shown by staff, students and parents. Our school community has embraced the challenge, and turned what will have seemed like huge obstacles, into new and engaging learning opportunities and more efficient ways of working.

We have all had our own personal and family challenges to deal with and we are looking forward to returning to more normal times. I understand that despite the programme of home learning, you will be anxious about the need for catching up on lost curriculum time. Please rest assured that we will be making sure all students have the support they need to get them back on track, whether this be emotionally or in their learning.

We are all looking forward to September with optimism now that the Government has confirmed that all students are expected to return for the start of the next academic year. We have carefully considered the Government guidance and have needed to make some changes to the normal routines to ensure this can be implemented safely.

The Government guidance has asked us to implement the following essential measures:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible

I am hopeful that the risk of virus transmission will continue to fall over the summer but I need to outline some of the measures that will need to be in place so that you can discuss these with your son or daughter in preparation for the new academic year.

I would like to offer our thanks and best wishes to three members of staff who are leaving this week: Mrs Osmond who is moving to primary teaching, Mr Tunnecliff who is moving to a Sixth Form College in Leeds and Mr Hunt who is retiring. We thank them for their wonderful service to our community and wish them every success in their new ventures. Mrs Thompson has now returned from maternity leave and will resume as Pastoral & Academic Leader.

I will send a further update towards the end of the summer break with the exact arrangements for the new term but I have included information on our current plans below.

I hope you keep safe and enjoy the summer

Mr A Bridson
Headteacher

Cleaning & Hygiene

There will be an enhanced cleaning regime in place throughout the day and students will be expected to use the hand sanitiser stands at the entrance to school as well as in each classroom. Social distancing will be encouraged during social times and students will be expected to follow the 'Catch it, Bin it, Kill it' procedure for good respiratory hygiene.

Year Group Zones

Each year group will be allocated an area within the school in order to minimise the number of contacts throughout the day. Students will be able to move between classrooms in their zone, but not between zones. Each year group will have their own entrance and exit as well as specified toilet facilities.

Structure of the School Day

Break and lunch times have been amended to allow year groups to be separated and to have their own dining facilities. The Government has asked us to consider staggering the start and finish times to limit movement in the community and reduce pressure on public transport. We are looking into the practicalities of this and I will give the details of any changes that are necessary in my update towards the end of the summer.

Curriculum

We will be offering the full range of subjects and have adapted our curriculum to account for the impact of lockdown. Classrooms have been reorganised so that desks are in rows and facing the front. Practical subjects will be taught, but access to specialist rooms will be limited to those in the year group zones. Access to specialist facilities have been prioritised for Year 11 and Sixth Form students who have exams in 2021. Due to the importance of physical exercise, we are planning on delivering a full PE curriculum but are asking students to wear their PE kit to school on their timetabled days as there will be no access to changing rooms.

Attendance

The Government has announced that attendance at school is compulsory from September. If your son or daughter has any coronavirus symptoms (high temperature, new persistent cough, loss of sense of taste or smell) then they must not attend school. Students will need to self-isolate for 7 days and be tested for Covid-19. Parents must inform us of the test result as soon as possible. If a student tests positive, and has been in close contact with other students, then the whole class or year group may need to self-isolate. If this is the case, we will contact you immediately.

Catering Facilities

Our catering provider will be offering the usual hot and cold menu but there may need to be restrictions on the range of options available due to each year group using one of the catering areas. Our current cashless catering system has been replaced to enable contactless payment. There will no longer be an option of topping up student accounts with cash and all parents must use the Parentpay system. If you need to reset your username or password, then please email admin@clrchs.co.uk for support. We are planning on having an additional dining area completed by early in the new term. Water fountains will not be in use and we expect students will bring their own water or purchase this from the canteen.

Free School Meals

Those currently eligible for free school meals will continue to receive codes / vouchers for over the summer break. These will be issued using the same method as previously. There will normally be one

code / voucher for £90 per child to cover the six week break and this will be the final code / voucher. Codes will be made available to convert on-line from 11th July; please convert the codes to vouchers as soon as possible to ensure any difficulties can be addressed before school closes on 17th July. Free school meals will be available as usual when we return in September and the voucher system will finish at this point.

School Uniform

We expect students to follow our normal school uniform policy in September. Our uniform suppliers are now open and online ordering is available. Full details of our uniform requirements is available on our website.

Equipment

In order to reduce the risk of virus transmission, it is important to reduce the need for sharing of equipment. We expect all students to bring their own supply of standard school equipment (pen, pencil, ruler, rubber, highlighter, glue stick, calculator). Students may bring other items e.g. coloured pencils, if they wish.

Pastoral Care

We understand that many students will need some additional support on their return to school. Our pastoral and safeguarding support has continued throughout the lockdown and is based on the strength of relationships formed with students and parents. The usual high level of pastoral support will be available in September but we have needed to stagger the start of term for different year groups.

Monday 7 th September	Year 7 Transition & Year 12 Enrolment (finish at 12.45pm)
Tuesday 8 th September	Year 7 Transition & Year 12 Induction
Wednesday 9 th September	Years 7, 11, 12 & 13
Thursday 10 th September	All students

Visitors

Visitors will not be allowed on site and any parent meetings will take place virtually or by telephone. If you wish to speak to a member of staff, please phone 0161 643 4009 or email admin@clrchs.co.uk

School Transport

The usual school buses will be available in September and we will work with Transport for Greater Manchester should staggered start and finish times be necessary. Students will be asked to sit in year groups on school transport to mirror the arrangements in place in school

At the moment, in Greater Manchester and nationally, there is a lack of public transport capacity due to social distancing measures and this has led to pressure on the network especially at peak times. Buses will be operating with a significantly reduced capacity. Clearly, to protect everyone's safety – once capacity is reached, additional passengers will not be permitted to board. [A new guide](#) is available to help people understand how to travel safely when they need to during the coronavirus outbreak in England.

Please help protect school buses and public transport for those with no alternative, and cycle or walk if possible. To get help and advice on cycling and walking, including tips on journey planning, visit <https://tfgm.com/coronavirus/cycling-walking>.

For students who must use public transport, space will be limited due to social distancing and with capacity restraints this may mean pupils won't be able to board all services. Also, when using public transport, students should keep themselves and others safe by wearing a face covering; keeping your distance; washing your hands regularly and buying tickets online or through mobile apps.

A TfGM igo card is proof of age ID (needed for child tickets from age 11) and is also a smart card for buying tickets online, see [tfgm.com/igo](https://www.tfgm.com/igo) for details.

School premises

Students are actively encouraged to walk or cycle to school. If a parent wishes to drop off or pick up outside of school, we must stress that the session times are strictly adhered to and social distancing rules are always maintained. There are limited spaces in the front car park and please leave these for the use of vulnerable students who need them. If you park in the local area, please be considerate of our neighbours.

How can we ensure that students will follow the new requirements?

Secondary age students should be able to understand the need for social distancing and the behaviour that is required. The new rules will be explained, along with an explanation of the reasons behind their introduction. It is expected that occasionally students may need to be reminded about the need for social distancing while they get used to the new way of working but that the majority of students will quickly adapt. Any student who maliciously breaches the social distancing or hygiene rules will be officially excluded and a risk assessment undertaken to determine whether they are safe to engage in face-to-face learning. There is an addendum to our school behaviour policy regarding the current situation which can be found on the school website.

Where can I find further information?

The full risk assessment for Cardinal Langley will shortly be published on our website. The Government has also published guidance for parents which can be found [here](#).