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Head Teacher: Mr Tom Smith



13<sup>th</sup> July 2020

Dear All,

I hope this letter finds you well.

Planning for September is currently challenging for all schools. We are waiting for guidance from the Government as to how we implement safety measures in school and will have to interpret this for our unique setting. As this is an ever evolving situation things may change along the way. However, we all need to plan as best as possible for September. I apologise in advance for the amount of information contained in this letter but want to give you as much as possible early on.

1. On Monday 7<sup>th</sup> September we plan to re-open Manor Green College for our new Year 7 students and some High Needs students (See point 4). Tuesday 8<sup>th</sup> September Years 8/9 will return to the college with Years 10,11 and FE returning on Wednesday 9<sup>th</sup> September.
2. Transition for new Year 7 starters may be different and agreed between teachers and individual families as appropriate through transition discussions. Sue Norton and class teachers will have discussed this with you in advance.
3. We are fully aware that some students and families may have some reservations after such a prolonged period away. Staff teams are all ready to support on an individual basis along with the Therapies team at the college.
4. There will be a small cohort of pupils for whom an immediate return to school may not be possible. Our pupils with more complex medical needs and profound and multiple difficulties classes will return on a part time rota over the first fortnight back to ensure that staff are trained on specific healthcare competencies. That timetable will be discussed between Emma Devlin our school nurse and each teacher. This will be communicated with parents and carers of the children in those classes by the end of this summer term.
5. There is an acknowledgement that our pupils will not be able to socially distance. Their needs are such that we cannot achieve social distancing guidelines in school for pupils or staff. We are waiting for guidance in how to maximise safety measures in a school like ours as we will not be able to adopt some practices around social distancing that mainstream schools may be able to achieve.
6. In September classes will become bubbles, currently our plans are for pupils to eat in class and we will limit the amount of staff working across classes. This however again will not be totally full proof e.g. Specialist teachers will need to go into a range of classes to cover the teacher.
7. For the first half of the Autumn term we are currently looking at the start and ending times to the college. This will allow us to stagger the arrival and departures of our students safely.
8. We are still reviewing if we will be able to have community visits at the start of term. One plan is to only use outdoor spaces for this part college life. Once we have more guidance we will

update you on this.

9. We are still reviewing if we will be able to use our Hydro facility and will update you in due course on this.
10. We currently do not know how transport will operate in September and what their risk assessments will be. We understand there are huge complexities around this and are communicating with them to understand their developing plan.
11. Should your child develop Covid-19 symptoms whilst at school, a parent or carer must be available to collect them.
12. Should your child develop Covid-19 symptoms at home then current Government guidance must be followed and the school should be informed by phoning the school office.
13. Guidance may change in the coming weeks that will either relax planned measures or that may change our plans. We will continue to communicate in more detail and then carefully consider any changes needed in the first few days of September before pupils are due to return.

We have attached a survey and would really appreciate your response. We would like to know if you currently plan to send your child back in September and if transport is not initially available would you be willing to transport your child. Please return your completed survey to [office@mgcollege.co.uk](mailto:office@mgcollege.co.uk).

Further information regarding the beginning and end of the school day, risk assessment processes and transport will be communicated in the next few weeks.

A huge thank you again to all our parents and carers. If you have any concerns or issues that you feel you wish to raise regarding September, please do so on the survey document or through your teacher welfare call. As always we wish to work together and are desperate to get back to normal, as soon as we can and as best as we can, during these uncertain times.

Kind Regards

**Tom Smith**  
**Head Teacher**

## Manor Green College Parent Survey

Student Name:	
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Having received the outline for September reopening, are you currently planning to send your child back to school?	Yes	No
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If No please explain why? This will help us to manage any concerns you may have.

There is no clear indication at this time that transport will not be running in September, however should there be an issue with their ability to transport your child, will you be able to transport your child to and from school until this is resolved?	Yes	No
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Thank you to everyone for their support during the pandemic. Have you felt supported by the school during this time?	Yes	No
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Have you got any questions or comments?