



KINGSDALE 11-19 FOUNDATION SCHOOL

Alley Park, Dulwich, London SE21 8SQ Tel:020 8670 7575 Fax:020 8766 7051

E-mail: info@kingsdale.southwark.sch.uk Web:

www.kingsdalefoundationschool.org.uk

Headteacher: Mr S. H. Morrison



Co-educational Academy of Advanced, Artistic and Academic Studies

12th June 2020

Re: Phased and Staggered Re-opening of Kingsdale for All Students in Years 10 & 12 from w/b 15th June 2020

Dear Parents, Guardians, Carers,

We would like to thank parents for their constructive feedback and for the confidence shown in us to accept our invitation to send the overwhelming number of children back to school. We also welcome the warm words of support we have received with respect to our arrangements for the imminent phased and staggered re-opening of the school for students in Years 10 & 12 from Monday 15th June 2020. Please be reassured that we understand that many parents and students have natural and legitimate anxieties regarding any partial return to school and as such we have addressed all of these concerns in our pre-planning where possible or necessary.

The purpose of this letter is to provide parents with further specific details regarding the safe and meticulous logistical arrangements put in place to welcome students back from next week. A personalised timetable for your child inviting them to attend school for a week of on-site provision has been or will shortly be sent to you separately in advance. Even where you may have indicated your child is unlikely to return before the Summer holiday we shall keep the provision for them open for their assigned days. However, in order to comply with the Department for Education's requirements, regrettably your child will only be able to attend for their allocated week.

To assist with facilitating smooth home/school communication at this time, we have established a dedicated email address to which any queries relating to this programme can be directed and which will be administered by staff specifically tasked with oversight of this provision. This email address is as follows: Year10&12provision@kingsdale.southwark.sch.uk

Educational Rationale for our Year 10/12 On-site Programme

Parents may be aware that in May 2020, the government declared their stated intention that from Monday 15th June 2020 at the earliest, secondary schools should begin to offer some face-to-face on-site provision for students in Years 10 & 12, to supplement their online and home learning during the period of national school closure. These online platforms would however, remain the main vehicle for providing students with education up until September 2020. Our proposals, which are one of the most comprehensive and ambitious of any secondary school to date, as outlined in this and our previous letter are based on the following important considerations and principles:

- Some on-site provision will enable students who are due to sit external examinations in the Summer of 2021 to receive small group or one-to-one teaching, which will help them prepare for these scheduled assessments in a way that is more beneficial than remote learning alone. For instance, onsite provision will include a variety of different learning tasks such as practical experiments and exercises which it is not possible to deliver in online sessions
- Face-to-face contact will enable teachers and departments to more accurately assess current Year 10 & 12 student baseline progress or regression with a view to preparing a curriculum recovery plan for potential larger scale student return in September 2020



- Students will be able to benefit from important in-person contact to allow staff to assess and support their personal well-being including state of mental health and self-esteem at this time
- Students will also benefit from increased social interaction with peers and staff (subject to social distancing and health & safety arrangements) from attendance on-site.

In considering parental responses to our online questionnaire, we acknowledge that many parents would like their children to attend school for a period greater than 5 days in the lead up to the Summer holidays. Please be reassured that while we fully understand this position, we are currently limited by government direction to allowing a maximum of 25% of students from each year group ('a bubble' of the same children) at any one time on-site and as such, have been mandated to organise student attendance on a rotating. Unfortunately, at this time, it is only in exceptional circumstances that we will be able to accommodate non-vulnerable or Key Worker students for any additional time, over and above their allocated 5 day period.

We have also noted a desire from parents for students to be able to attend with their friends during their allocated week of on-site lessons. Whilst we recognise the potential social benefits that this may bring, we are currently unable to formulate our arrangements on this basis alone due to the organisational complexities involved and the need to prioritise individual curriculum recovery plans for each student.

On-site lessons will be designed to be of high quality and to supplement our online programmes on SMHW and Teams. Whilst it is unlikely to be possible for us to arrange for your child to have onsite lessons with their usual timetabled teacher for much of the time, the sessions provided will cover all subjects in which a student is due to be examined during Summer 2021 and will be delivered by a qualified subject specialist. In addition, student outcomes generated in these sessions will be assessed and shared with the student's usual timetabled subject teacher.

Organisational and Logistical Arrangements

We are mindful of the need to provide reassurance to parents and students that our arrangements are robust and well-considered. **The average teaching class size is expected to be less than 10 and frequently much smaller.** The government recommendation is 15.

Please be reminded that students may only attend the school site for the 5 days that they have been allocated. Should you have any queries relating to this allocation, please contact us as soon as possible on the email address provided above.

Please be informed that we have assigned all students in Years 10 & 12 one week of on-site learning as part of their entitlement within this programme. We recognise from the online questionnaire submissions, that some students are unlikely to be returning at this time and we respect their wishes. **However, parents are asked to note that due to government imposed restrictions on student numbers on site, it may not be possible for a student to attend later in the cycle, for a full allocation of days or any days at all, once their assigned week has passed.**

- For social distancing purposes, students have been divided into smaller groups and provided with a **staggered arrival window** and **specific entry point** to the school site. Further information for each child is contained in an individual letter sent or to be sent to parents separately. Students must adhere to these allocated arrangements and any health & safety failure to do so may result in them being asked to leave the site immediately or parents contacted to collect them without delay
- The staggered arrival times and locations for the groups are as follows:

Year 10 A – (Front gate entrance in to Year 7 playground) 8.50am for 9.15am start. In the event of wet weather, 10A will use Atrium A (outside Attendance Office).

Year 10 B – (Rear gate in to Year 10 playground) 9.10am – 9.30am start. In the event of wet weather, 10B will use Atrium B (outside Internet Café).

Year 12 – (Rear small music gate in to Basketball Court area outside LLC) 8.55am for a 9.15am start. In the event of wet weather, Year 12 will use Sports Hall 1).

Key worker/vulnerable students – (Front main entrance in to Atrium A) 8.30am for 8.40am start and registering in Atrium A (outside Attendance Office)

- Students who arrive late to school after registration, must proceed to the small Reception area (Premises Office) at the front of the school where they will be registered and guided to their allocated session by duty staff
- We recognise the particular challenges that students may face when travelling to and from school daily to attend any on-site provision. Our programme has been designed to enable students to avoid peak rush hour travel, should they need to use public transport. Students are encouraged to walk, cycle or be driven to school where possible. We may also be able to offer a limited mini bus service for students who demonstrate a clinical need for such provision. Please contact Ms Turner via vtr@kingsdale.southwark.sch.uk as soon as possible should you wish to discuss this option or any aspect of school travel further
- Students who will be travelling by bicycle will be able to leave their bike in a secure storage area located at their entry point, i.e. front or back gate. These areas will be signposted
- **Students are not required to wear their usual full uniform at this time. Students should instead attend in their normal uniform or similar attire but without their school blazer and school tie**
- Students are permitted to be in possession of a mobile phone for travelling purposes only **but are not permitted to use this device or to have this device on or out during their time on the school site**
- Students are required to bring with them a pre-filled water bottle. They will also be provided with free water throughout the day as required, including at lunchtime. Please note that the usual water filling stations will not be operational due to hygiene transmission considerations. Students may also bring with them their own packed lunch although a free school packed lunch will be provided to all students as outlined below
- Students will be provided with stationary for lessons, e.g. pens, pencils, paper etc. Students are permitted to bring with them in to school their exercise books for each subject, where work cannot be completed in books provided in the lesson. This would include Art and Design Sketchbooks which students will need for sessions in these subjects
- **Please be advised that Year 10 & 12 students who attend the school site but not in their allocated week would not normally be allowed to remain on site**
- Student attendance will be registered and follow up for students who are expected and who have not attended will take place as part of first day contact protocols
- Upon registration, students will be provided with Personal Protective Equipment (PPE) for their **optional use** whilst on the school site. **However, students will be expected and encouraged to wear a mask or face covering when moving around the school site.** PPE will include masks, hand sanitiser and disposable gloves. **Students will also have their temperature taken by a non-invasive infrared device at this point.** Students whose temperature reading is noted as being higher than normal, i.e. 37.5 C or above, will not be admitted to the main school site and their parents will be contacted. Similarly, students who are displaying symptoms of potential illness or infection, including a cough, temperature, fever or who are generally feeling unwell, will not be admitted. *Arrangements will be made for students to go home who develop such symptoms on-site*
- **At all times whilst on the school site, students will be expected to follow social distancing & hygiene expectations which will be publicised, signposted and reinforced throughout the day by staff.** Students must keep 2 metres apart from other students and staff at all times and strictly adhere to our no touching policy. *In addition, students should not share personal effects, such as equipment, food, clothing or other personal effects. Students will also be required to wash their hands throughout the day, including on arrival and on departure from the school site. Facilities will be provided for this purpose*

- Our Achievement and Behaviour Policy has been amended to incorporate new requirements for students to adhere to social distancing and hygiene practices whilst in attendance at the school. We expect that nearly all students will respect the importance of these new requirements. Nevertheless, **please be advised that students who wilfully or repeatedly disregard such expectations hence subjecting others or themselves to unnecessary risk may be subject to serious sanction, including isolation and/or potential exclusion from the school site and be required to work from home for the remainder of the term**
- **A one-way movement system for student and staff movement will be in operation in the main school**
- Once registered for the morning session, students will be guided to their designated classroom by their teachers. Teaching groups have been assigned specific rooms and facilities for use whilst on site, including toilets. Students may leave classrooms to visit the toilet as required but this will be **strictly controlled ‘on a one person at a time basis’ and students must use the designated toilet**. Toilets have been reorganised and signposted to ensure this expectation is met. **Please be advised that there will not be free student movement around the school site as part of our revised procedures**
- During the first session on the Monday of the allocated week, students will receive a detailed induction regarding the hygiene and social distancing arrangements outlined above. They will also have an opportunity to ask any questions they may have at this time regarding the arrangements for the daily provision
- **Year 10 & 12 students in attendance for school based sessions will receive a personalised timetable for the week which will include taught lessons for all subjects in which they will be examined in Summer 2021**
- *For Year 12 students and those Year 10 students who do not currently take certain subjects, these personalised timetables will also include a number of Optional Activities, which may include careers advice, university application preparation sessions, enrichment opportunities, study support and other useful face-to-face provision*
- **School based sessions for students in Year 10 & 12 will mirror the learning delivered via our online platforms** but will be delivered in face-to-face teacher led sessions in the classroom. Year 10 students on site would not normally be expected to login to access Teams or SMHW resources whilst they are in attendance at the school. However, this option remains available for consideration on a case by case basis
- The Year 10 & 12 school day will be organised as follows:

Lesson 1	9.30am - 11.30am
Pastoral Period	11.30am - 11.45am
Lunch	11.45am - 12.30pm (<i>students move to rooms from 12.15pm as required</i>)
Lesson 2	2.30pm - 2.30pm
Staggered Exit	From 2.30pm - 2.45pm (<i>see below</i>)
- For teaching sessions, each Year 10 group will accommodate **approximately 5-10 students** per classroom. *Year 12 lessons will be based on this number but may be substantially smaller due to option sizes*
- All Year 10 & 12 groups have been allocated specific rooms to ensure the potential for cross contamination is reduced. These areas will be cleaned regularly by cleaning staff attached to particular areas of the school as appropriate throughout the day. All allocated rooms have been carefully considered in regards to access, toilets, ventilation and size
- A copy of our risk assessment documentation is available on request
- Within allocated classes, rooms have been centrally organised to ensure social distancing is maintained. **Desks have been placed at least 2 metres apart and this distance must be maintained at all times**

- **Between 11.30 & 11.45am each day, students will receive a quality pastoral session from the Year 10 & 12 teams.** *There will also be opportunities for colleagues to meet with students and check on their well-being*
- **We will also be offering face-to-face sessions with key members of support staff, including counsellors, mentors and other specialists. Sessions for these students will be overseen by the Learning Support Faculty.** Please address any specific requests regarding access to this provision during onsite sessions to senco@kingsdale.southwark.sch.uk
- **Lunch will take place daily between 11.45am and 12.30pm.** On Mondays of each allocated week, lunch will be provided in the class base room. This is to give staff the opportunity to talk informally with students and to provide advice and assistance to help support coping strategies for the current situation. A free school packed lunch of choice will be available for each student and brought to the base room. Students may of course bring their own packed lunch which must not be shared with other children. Once routines have been established, on subsequent days, i.e. Tuesday to Fridays, student lunch will normally take place in Atrium A and B areas subject to social distancing requirements. **A free school lunch will again be provided for all students in the allocated area**
- On the afternoon of Mondays and Fridays, Year 10 students will move base rooms and proceed in an orderly and isolated manner to their option subject allocated rooms. On Tuesdays, Wednesdays and Thursdays, students will remain in their allocated base rooms and their teachers will join them.
- At the end of the afternoon sessions, groups will be dismissed in a staggered exit pattern from 2.30pm up to 2.45pm as outlined below. Teachers will guide their students to their allocated exit point. Students are not permitted to visit other areas of the school site, including lockers, non-allocated toilets etc. without prior approval
- **At the end of the school day from 2.30pm, students will be dismissed in a staggered fashion up until 3pm.** 10A will leave from 2.30pm using the front entrance. 10B will leave from 2.45pm using the rear entrance. Year 12 students will leave at 2.30pm from the rear main entrance. Key worker/vulnerable students will leave school at 3.10pm from the front entrance
- Students will be guided from the school site by their final session teacher/s and encouraged to walk separately up the road and not to congregate in the locality

We hope that the information in this letter is helpful in providing the reassurance needed that we have taken all reasonable measures to provide a suitably safe and healthy learning environment for students on-site.

Yours sincerely,

A. Sear

Mr A. Sear
Deputy Headteacher
For and on behalf of Kingsdale Foundation School