



Diocese of St. Albans



12 June 2020

Dear Parents/Carers of students in Y10

I hope you are all well and have now received the paper letter bespoke to your son/daughter for the face to face provision over the next four weeks.

Mr Daly and I have produced an information video (link [here](#)) to show the new routines in school that have been driven by the risk assessment we have produced (click [here](#)).

I also need **all** parents/carers of students in Y10 to fill out this survey (click [here](#)) about whether *or* not your son/daughter has any underlying health problems that make them more vulnerable with Covid-19.

You will be aware of the day your son/daughter is due in and the fact that this day and time is not changeable (and please remember, a day missed, for whatever reason, cannot be replaced by a different day in the same or future weeks). This is because your son/daughter will be in a 'bubble' of the same 14 other students for the face-to-face days in school, and will not mix with students in the other 'bubbles'. These bubbles will not be the same as classes that students were previously in. The routines and expectations, explained in the video, for opening to Y10 are as follows:

- Students will enter the school through the Humanities Block entrance (not normally used on a daily basis but it is the one we use on Teacher Consultation Evenings);
- Only one parent/carer should drop a son/daughter off and, if you are dropping off, please leave the site as soon as you have done this and do not socialise with other parents/carers, or come and talk to staff (we will be busy greeting and organising the students);
- If your son/daughter is taken ill with Covid-like symptoms, they will be isolated safely and you will be called. They must be collected immediately, or given permission to make their own way home;
- Once on site, students will be expected to stay all day until their dismissal. However students arriving on the wrong day will be sent straight back home;
- We have sanitiser in school, but you are encouraged to send your son/daughter in with their own (please ensure it meets the standards needed to be effective against Covid-19);
- Please ensure your son/daughter has a water bottle that is full. To prevent potential spread of Covid-19 all water fountains have been turned off and water only available from the vending machine or from jugs at lunchtime in the Dining Room;
- Please ensure your son/daughter has a full set of equipment because we will not be lending anything out;
- After school students are expected to go straight home and not hang around in groups on site, or off site, waiting for their friends to leave;
- There will only be one break, which will be for lunch, where we will serve a limited range of food:
 - Sandwiches
 - Hot: Margherita pasta pot, Pizza, Jacket potato or Sausage roll
 - Cold Desert: Yoghurts, Fruit and Homemade cake;
- Food will be ordered by students in the morning and made-to-order; students will not be able to change their mind once the order is made (you may prefer to give your son/daughter a packed lunch on the days they are in and we support that; they would still eat in the Dining Room with everyone else);

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Lieutenant Ellis Way, Cheshunt, Hertfordshire EN7 5FB t: 01992 629124 f: 01992 643354

e: admin@st-maryshigh.herts.sch.uk w: www.st-maryshigh.herts.sch.uk

Headteacher: Mr Nicholas Simms B.Sc. (Hons), NPQH

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- Students are expected to wear their usual full uniform, with the exception of blazers and ties (which are difficult to wash regularly). We suggest you carefully manage your son/daughter's return home, by expecting them to put their clothes straight in the wash, to be clean ready for the next week. School shoes (not trainers) and lanyard are still necessary.

If your son/daughter or anyone in your house, has any symptoms of Covid-19 then she/he must be kept at home and isolated. If, for whatever reason, he/she is not going to come into school on the designated day, you must email attendance@st-maryshigh.herts.sch.uk by 8:30am on the day to let us know the reason.

We are excited to be seeing the students again, welcoming them back to school and starting to bring the community together, but I need to say that any students not complying with these strict and essential rules, will be sent home. They will not be allowed to return for any face-to-face sessions in following weeks and instead be expected to complete all of their education on line. I will not put the safety of those in the community at risk by students who do not support, and follow, these measures.

Thank you in advance for your support in explaining the importance of these measures to your son/daughter.

Yours faithfully



Nicholas Simms
Headteacher

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