



Diocese of St. Albans



13th July 2021

Dear Parents and Carers

I hope this letter finds you well. I have been waiting to write to you until after the latest Government announcements about schools and Covid-19 to enable us to plan for any changes. You will have heard on the news that many requirements put in place for Covid-19 will be lifted in time for September; we will be keeping some of these permanently (e.g. one-way systems, staggered breaks/lunches and separate play-spaces), as well as re-introducing some that we had to stop (e.g. hot plated lunches, face to face acts of collective worship, clubs and trips). We will continue to follow any local or national requirements if/when these are put in place (including that, with your consent, your child will be tested twice in late August/early September in preparation for a return to school – this was announced on 6th July and is detailed at the bottom of this letter).

Please see below key information about how we will be operating from 1st September 2021:

Times of the Day

- September will see an **end to the staggered finish** of the school day, all students will finish together at 2.55pm following the conclusion of Period 5, the start of the day remains unchanged at 8.20am.
- If students have a period 6 lesson (6th Form students and Triple Scientists), this will finish at 3.55pm.
- Students who receive a daily school detention (not SLT detentions) will leave at 3.40pm.

September 2021 Update	Time
Start of day Registration / Tutorial / Act of Worship	8.20 -8.50am
Period 1	8.50-9.50am
Period 2 and Break*	9.50-11.20am
Period 3	11.20-12.20pm
Period 4 and Lunch	12.20-1.55pm
Period 5/ End of normal day	1.55- 2.55pm
Period 6 (P16 and triple Science)	2.55-3.55pm
Dismissal of detained students	3.40pm

Students will have either early (Year 7, 9 and 11) or late (Year 8, 10 and P16) break and lunchtimes. Lessons themselves will not be split in half because the breaks and lunches fall **between lessons.*

Break and Lunchtimes

- These will remain staggered to create more play space for individual year groups and reduce queueing times in our eating spaces (see early and late times and year groups above).

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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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- We will also be making significant changes to our eating spaces, including a Dining Room extension containing an additional serving hatch (that will become a Sixth Form Café during the day) and a covered outside eating area in the Courtyard. We will also continue to use the Main Hall as a seated area for students who purchase cold food at the 'Upper Servery'.
- The lunchtime will be increased by 5 minutes to 35 minutes to allow additional time for the caterers to serve plated meals, break time will remain at 30 minutes.

Last day of term 2020-21 (16th July 2021)

On Friday, students will finish at **12:30pm** (the coaches have been arranged for an earlier pick-up). Alternative arrangements for Year 12 will be emailed separately by the Sixth Form Team)

Houses

After a number of years, St Mary's is returning to having houses from September 2021. We will have four, chosen as the popular favourites with students as well as staff and Governors. The names chosen are Martin Luther **KING**, Mary **SEACOLE**, Alan **TURING** and Rosalind **FRANKLIN**. Students will be in one of these Houses and there will be competitions run through the year that are House based. Over the coming months, students will learn about the work of these four people, how they espoused our Christian values and what we can learn from their lives and work.

School pick up

When we return in September, if you pick your child up from school, please remember to do this **in our main car park only**. We do not allow students out of the main front gate to be picked up on the slip road or roundabout, and we ask that you do not pick up on our internal roundabout. Please remember this is for the safety of your child, which is more important than a speedy exit from the school site. It is worth noting that our busiest time in the car park will be from 2:45pm to 3:10pm; if you arrive at about 3:05-3:10pm, the queues will be far smaller!

Uniform and lockers

Please check our uniform policy **before** buying items (especially trousers and shoes), and do not allow your son/daughter to convince you that 'everyone is wearing this'! The [policy](#) is clear about what we do and do not allow and we expect students to be smart for school; this includes shavings in hair and eyebrows, piercings, other jewellery and nails. If your child is in Year 7 and Year 8, he/she can wear PE Kit on the days they have PE. Please note, that **only** St Mary's PE Kit is accepted and not other items. This change was requested by a number of parents/carers and we will review it during the Autumn Term.

We will be returning to lockers for students in Year 9-13 (Year 7/8 students will not need to carry PE kit because they will be wearing it); these will be organised and located differently to how they were before the start of the pandemic, and we will explain to you and students how this will work at a later stage.

Testing for Covid

The Government have asked that schools test students **twice** on their return after the summer holiday to try and control a spike in cases following the free mixing of children and families over the break.

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We fully support this and, to prevent a delay in the start to the school year, will be doing the first test during the holiday. If you consented before, you do not need to re-consent. If you wish to withdraw consent you may, by email to me on head@st-maryshigh.herts.sch.uk but I urge you not to do this for the safety of the whole community. Tests are done in school with the supervision of adults who are trained using the NHS training packages (adults **help** students, they do not do the test to the students). The testing schedule is laid out below in two tables (remember the year group is the **new** year your child is going in to); the first table shows the day that your child will have test 1 or test 2 (the dates for test 1 are in the summer Holiday to prevent lost learning time; test 2 will be done when they are back in school). Please try and stick to the times given to avoid too many students queuing outside.

Testing Schedule

Holiday **Testing/ Number** **Face to Face Learning/Normal Timetable**

**Testing catch up time*

	Week 1 Testing <i>Session 1- 8.20-10.50am Session 2- 11.50-14.50</i>								Week 2 Testing detailed schedule, testing during TT periods							
Date	Tues 31st		Wed 1st		Thurs 2nd		Fri 3rd		Mon 6th		Tues 7th		Weds 8th		Thurs 9th	
Session																
Yr13																
Yr12																
Yr11																
Yr10																
Yr9																
Yr8																
Yr7																

Detailed Schedule for times of day to attend for first test

Tuesday 31 st August- Yr7	
Test Time Slot	Surnames/Yr
8.30am – 9.40am	A-D
9.50am - 10.50am	E-H
11.50am – 13.20pm	I-N
13.30pm – 14.50pm	O-Z
Wednesday 1 st Sept- P16 & Yr11	
8.30am – 9.40am	P16 - A-H
9.50am - 10.50am	P16 - I-Z
11.50am – 13.20pm	Yr11 - A-K
13.30pm – 14.50pm	Yr11 - L-Z
Thursday 2 nd Sept-Yr10 & 9	
8.30am – 9.40am	Yr10 - A-K
9.50am - 10.50am	Yr10 - K-Z
11.50am – 13.20pm	Yr9 - A-L
13.30pm – 14.50pm	Yr9 - M-Z

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Friday 3 rd September- Yr7 & 8	
8.20am- 9.00am	Yr7 (on site transition day 2)
9.20am- 10.50am	Yr7
11.50am – 13.20pm	Yr8 - A-J
13.30pm – 14.50pm	Yr8 - K-Z

On Friday this week I will be sending out a newsletter to all parents/carers with news from the last few weeks, so I will save the end of year message and thanks until then.

Yours faithfully



Nicholas Simms
Headteacher

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