

May 18th 2020

Dear Students/Parents and Carers

I hope that this letter finds you and your family well. Since lockdown we have all faced many challenges and I am incredibly proud and grateful for the work that my colleagues, support staff and in particular our students have demonstrated in maintaining the Norwood School Sixth Form in a virtual environment. I would also like to thank parents and carers for your patience, support and efforts to maintain a semblance of routine at home. The greatest challenge is yet to come. We have been working hard to prepare for the return of Year 12 and Year 10.

I wanted to share our plan with you.

Returning to school will not mean returning to lessons as we were used to in pre-coronavirus times.

Instead I would like to share a week by week roadmap that outlines our pastoral and academic support and intervention. It has been designed to adhere to government guidelines around safeguarding all individuals on site. The consideration of risk to health and maintenance of social distancing measures is paramount. I know our programme will also provide a critical opportunity to support your son/daughter's future academic and pastoral development. I recognise that students and staff will be very anxious about returning. At this stage in the year it is crucial to be able to measure the performance of individual students, support their social and emotional needs and continue to steer them towards their ambitions, just as we would have done at this stage without the interruption of Covid 19. Therefore, the following preparations have already started and we propose, will form our expectations for safe phased return of students from June 1st.

[Please click on this link to complete the questionnaire](#) and complete it no later than Wednesday 20th May 9am.

Please also note that the government will only make the final decision on whether to press ahead with the reopening of schools when it reviews the latest science on May 28 and that if the evidence does not support this decision at that time, reopening might be delayed. We will endeavour to maintain communications with you as and when we have any further developments.

- Year 12 & 10 students/parents are asked to inform school whether they are prepared to return from June 1st [Please click on this link to complete the questionnaire](#) and complete it no later than Wednesday 20th May 9am.
- ALL Year 12 students will continue to have work remotely set over the next 7 weeks - on Google classroom, Zoom/Google Meet virtual lessons, Show my Homework and via email correspondence.
- Year 12 will be expected to complete activities on Unifrog & UCAS to prepare them for university and apprenticeship - via Tutorials on Google classroom & email.
- Online registration will continue every morning - students are expected to register via email.
- Year 12 will ONLY RETURN TO SCHOOL for scheduled meetings, assessments, catch-up, and an academic review that will all be part of a package to support your son/daughter in preparing for Year 13 and beyond. Once these meetings or planned activities are completed students MUST leave the site
- Students entering the site will be expected to register and will have a short health check.

- If your son or daughter is unwell, or a member of your family displays any symptom of coronavirus as outlined by Public Health England they MUST stay at home and quarantine for 14 days. Parents will be informed if any student displays symptoms before being sent home immediately.
- School will open at 10 am for Year 12 to allow students to make their way into school avoiding the use of public transport where possible.
- Year 12 students will operate on site within specified zones - these will be shared with students on return (week1).
- There will not be catering facilities onsite. Students must bring their own water bottle and light refreshments.

**W/B 25th May 2020 - Roadmap for possible phased return shared with parents and pupils.**

**Road map of planned Year 12 reintegration - June 1st - July 2020**

1. **Week 1 W/B 1st June – Face to face Welfare check - Pastoral Check 1**
2. **Week 2 W/B 8th June - Assessment week (A-Level) – Sports Hall**
3. **Week 3 W/B 15th June – VA/PA/Sport/ICT/Business Btec catch up**
4. **Week 4 W/B 22nd June – Assessment Analysis & VA/PA Btec Catch up**
5. **Week 5-6 W/B 29th June - 10th July Subject meetings with students\_**
6. **Week 7 W/B 13th July - Academic review & Pastoral Check 2**

I hope this provides clarity. I am sure you may have further questions. Please do not hesitate to contact me or a member of my Sixth Form Team if you wish to discuss the plan for Year 12 return further. My email address is [cox.j@thenorwoodschoo.org](mailto:cox.j@thenorwoodschoo.org), alternatively contact Ms Tatam (Head of Year 12) [tatam.c@thenorwoodschoo.org](mailto:tatam.c@thenorwoodschoo.org) or your child's Tutor. We will be happy to help.

Yours sincerely  
Mr Cox