

23 June 2020

Dear Parent/Guardian

COVID 19 Update – 19 June 2020

I write to update you on our planning in relation to the phased re-opening of our school from Monday 29 June. As part of this communication, I attach a copy of our detailed plan.

Our aim is to be fully transparent in our approach to the phased re-opening in order to secure the confidence of all members of the school community. The guide is also designed to summarise our procedures behind the phased re-opening of the school. Please take time to read the guide fully and discuss its contents with your child prior to their returning to school. I am grateful to families who indicated their desire to send their child to school. We have made plans according to this demand. Consequently, from 29 June, we will be holding face-to-face experiences for students on a rotational basis, with each year group being allocated 9 hours of check in/catch up time with a subject teacher. The school will run from 8.30am until 12.00pm.

Students who arrive by car or bus must arrive between 8.20 and 8.30am. Pupils who walk to school must arrive between 8.40 -8.55am.

The schedule for attendance is as follows:

Year 7	-	Monday
Year 8	-	Tuesday
Year 9	-	Wednesday
Year 10	-	Thursday
Year 12	-	Friday

Given the pressures on space at school and the cramped nature of the site, you will appreciate that we are increasing operations cautiously to ensure students and staff remain safe. In addition, provision will still be available in Llantwit Major School for key workers and vulnerable pupils who have used it during the school closure

As you know, transport is coordinated by the local authority and all pupils who will require school transport must respond to the LA as per the instructions in the letter sent out on Friday 19 June. However, we know that there will be limited transport available while regulations around social distancing remain. Students and staff are encouraged to attend school by car/or any means of active travel available.

I am very grateful for the volume of emails of support during the past few months. They have certainly been appreciated. I recognise that our plans may not be ideal and may differ from other schools. Our desire is to have all our community together at once and to get back to normal. However, we know that this is not likely in the short-term at least. Consequently, I trust you will appreciate that we have to take decisions which will keep our students and staff safe as we gradually increase capacity.

Throughout the remainder of the term, we will continue to provide on line learning for students to continue to work on at home when they are not in school.

The school will continue to be guided by the latest science and medical advice. Therefore, to minimise social mixing, we will be operating the vast majority of our meetings with families, governors and external agencies via video conferencing. Again, I trust you will understand that this measure is designed to support the health and safety of all members of the community. However, please be aware that it will not be possible for parents/carers to come to the school site without a prior arranged appointment.

Later this week, we will be contacting those families who have indicated a desire for their child to attend school with their allocated room, entrances and other details. Further to my earlier correspondence, where a family has not responded than we have assumed non-attendance. However, be assured that the school will not be following up absences as attendance during this period of time is voluntary.

I wish to thank you, as parents/guardians, for your ongoing support during these difficult times. Our primary focus now is to support the continuation of your child's learning into the new school year, as well as continue to support their wellbeing. Over the next few weeks and throughout the summer holidays, we will be reviewing the situation as we prepare for September. Once this information is available we will communicate this with you.

Yours faithfully



F K Greville
Headteacher