



## Confirmation of Plans to Extend School Opening in Courage 2

*Whilst this letter is primarily for parents of pupils in Years R, 1, 6, 10 and 12, and those accessing the childcare provision, we are sharing with all parents as CFS stakeholders. It does not repeat the information sent out last week, and should be read in conjunction with those letters.*

26<sup>th</sup> May 2020

Dear all,

Further to the information sent out last week, we wish to update you on our plans for extending our opening of CFS next half term, in line with the Government guidance.

### The Decision to Extend Opening Beyond Children of Key Workers

- As you will no doubt have seen, on Sunday the Prime Minister stated that England is still on track to begin welcoming more pupils back into Primary schools from 1<sup>st</sup> June. This decision will be confirmed on Thursday May 28<sup>th</sup>. He outlined that not all Primary schools would be in a position to open on 1<sup>st</sup> June, and also informed us that any changes for Secondary schools would now not begin until the 15<sup>th</sup> June.
- As Principal and Chair of Governors, along with the full Governing Body, we have spent considerable time studying all the documentation provided to us and talking with many other bodies to understand everything we need to do to ensure minimal risk to both children and staff. As a result of that we have agreed that we **will** extend our opening next half term. However, as previously mentioned, this will be dependent on continued testing of the risk assessment and a final audit of staffing levels. However, we are confident that execution of our risk assessment will minimise the risk to pupils and staff, and that we have enough staff able to be in school.

Therefore, assuming further confirmation from the Government, **next half term CFS will be extending its opening to Years R, 1 and 6, and providing some face to face contact to Years 10 and 12 in the manner previously outlined.**

### Timeline

The majority of the plans outlined to you last week have not changed. Whilst we did not suggest any specific dates to you, a staggered start for the year groups was outlined. This has been refined slightly. This is in response to: expert advice regarding time needed to fully test the risk assessment in school with staff; long delivery times for new signage, floor markings and furniture; the altered Secondary timeline from the Government.

**Childcare:** This will continue from **Monday 1<sup>st</sup> June**. However, from this date it will be moved to the Sports Hall (except for children in Years R and 1 still accessing it in this first week) and will be operate at the revised times of 8.45am to 3.30pm for all attendees. Separate contact will be made regarding booking, to

all those accessing this provision. If you are not currently receiving these communications and need to, please email [paprincipal@chichesterfreeschool.org.uk](mailto:paprincipal@chichesterfreeschool.org.uk).

**Years R and 1:** Pupils in these year groups will be invited to return from **Monday 8<sup>th</sup> June**, at the times outlined in the previous communication, specific to each year group. Year R will attend 'full time' straight away, as opposed to just mornings for the first few days as originally proposed. However, Wednesdays will still be an early finish for deep cleaning to commence. A cold lunch will be available straight away, from 8<sup>th</sup> June.

**Year 6:** Pupils in this year group will also be invited to return from **Monday 8<sup>th</sup> June**, at the times outlined in the previous communication, specific to this year group. A cold lunch will be provided to children eligible for free school meals from 8<sup>th</sup> June.

**Year 10:** Pupils in this year group will now be invited to return from **Monday 15<sup>th</sup> June**, at the days and times outlined for each tutor group in the previous communication. A cold lunch will be provided to pupils eligible for free school meals from 15<sup>th</sup> June.

**Year 12:** Remote live lessons via Microsoft Teams will commence for all students on **Monday 1<sup>st</sup> June**, as we feel this offers the best support to our Year 12 cohort.

Our decision to extend our opening on 8<sup>th</sup> June, rather than the 1<sup>st</sup>, is purely about our ability to maximise the safety of the pupils and staff. Opening earlier than the 8<sup>th</sup> could, for our school, result in unnecessary risk. We have shared these details with WSCC who are fully supportive of our timeline.

## Important documents

Please see attached two important documents:

- **The Risk Assessment.** This has been developed in discussion with a variety of people, and complies with both Government guidance and WSCC's own Covid-19 risk assessment checklist. You will notice it remains as a 'draft.' It is vital in these situations that this is acknowledged to allow feedback from all stakeholders, including yourselves, and final testing before more pupils return to school. If you have any feedback regarding the risk assessment please email Mrs Wilson, PA to the Principal, on [paprincipal@chichesterfreeschool.org.uk](mailto:paprincipal@chichesterfreeschool.org.uk).
- A temporary **Home School Agreement for pupils/Parent Protocol for drop off and pick up** next half term for those returning to school. As outlined in our risk assessment, it is very important that all parents who are sending their children into school next half term read this document, showing support and understanding of the measures we have put in place and any action we may need to take if avoidable pupil behaviour puts the safety of others at risk. **By sending your child into school next half term you are agreeing to the attached.** Please contact Mrs Wilson, PA to the Principal, on [paprincipal@chichesterfreeschool.org.uk](mailto:paprincipal@chichesterfreeschool.org.uk) if you have any concerns.

## Routines

Further to the information sent out last week, we would like to take this opportunity to respond to some common queries we have received:

- In all classrooms pupils will be sat 2 metres apart, and movement around the classroom will be limited. Pupils will enter and exit the classrooms in a specific order to encourage social distancing at all times.
- Contact between pupils and teachers will be limited as much as possible. Teachers will not be able to give as much one to one support as normal, especially in Years 6 and 12. Whilst usual interactions will still be limited, some pupil teacher contact is inevitable in Years R and 1.
- Teachers will not be able to mark book work, in line with Government guidance, as it will be difficult to do this in school and they are unable to take work home with them to minimise the risk of spreading the virus. Verbal and in class feedback will be used more widely.
- All soft furnishings, toys and objects difficult to clean will be removed from the rooms. Use of resources will be limited. Where technology is used, a specific device will be assigned to each pupil.
- Much of the curriculum being delivered will be consolidating the remote learning conducted over the last few weeks. Whilst there will be some progression made, further consolidation will occur when all pupils have returned. In Year 10, a focus will be on ensuring pupils are keeping up with their studies in all GCSE subjects.
- When entering the building after break times, pupils will be asked to line up in their hubs, 2 metres apart. There will be markings on the floor, similar to those currently found in supermarkets. Year 6 and 10 pupils will also line up in this manner first thing each morning.
- Whilst pupils will not be wearing PPE, some staff will be. We understand this this might be off putting to some pupils, but teachers will explain this carefully to the pupils.
- As always, issuing a fixed term exclusion will always be the last resort in dealing with a behavioural concern. However, it is important to confirm that our behaviour policy clear states that a fixed term exclusion can be issued for, 'Acts or threatened acts of behaviour that are dangerous and deemed to endanger the health, safety and well-being of any person at or associated with the school.' Therefore, any pupil purposefully and avoidably not complying with social distancing rules or actively putting others at risk will be subject to this sanction where it is deemed absolutely necessary by the Principal. However, we do not expect this to be relevant to pupils in Years R and 1 as they will understandably find social distancing very difficult. Support and reminders will also be given to pupils in Years 6 and 10 before any such action is taken, as we all need an opportunity to get used to these new rules and procedures. We ask, however, for compliance from the pupils to the best of their ability. Any serious sanction will only solely be issued to protect the safety and wellbeing of everyone in school.

## Attendance

A polite reminder that, if you haven't already, please can you complete your relevant year group's survey – the links can be found in last week's letters or on the website.

If your response has now altered – maybe completely or simply going from a 'unlikely' to a 'no' or a 'likely' to a 'yes' - please do not complete the survey again but contact the School office directly, stating your original response and your revised decision. This is simply to help us get a true sense of numbers.

On the first day that your child is invited back into school we ask that all parents who are choosing to not send their child back contact the school in the normal way you would for any absence. If you state to us on this first day that your child will not be returning at all, you will not need to contact us each day thereafter.

It is important for us to say, once again, that this is not how we ever wanted to be operating a school or delivering your child's education, but these are extraordinary times. We want to thank you for your continued support, understanding and patience and we will be in touch again after half term once we have final confirmation from the Government that our timeline can be actioned.

Kind regards,

A handwritten signature in black ink, appearing to read 'L. New'.

**Mrs Louise New**  
**Principal**

A handwritten signature in black ink, appearing to read 'H. Oyns'.

**Mr Howard Oyns**  
**Chair of Governors**