



23 November 2020

Dear Year 11 Parents/Guardians

Notification of positive COVID-19 test result

As you are aware, this morning we were informed that a student in Year 11 has tested positive for COVID 19. We immediately made contact with the DfE support service, who advised that the school initiate a contact tracing exercise to establish those members of staff or students who had close or direct contact with the student concerned.

We are finalising our list of close contacts within the school community and will confirm with the parents of those affected that they will need to self-isolate until 4 December 2020. This letter will be emailed to parents of affected students this afternoon. Please remember that the advice is that children should only be tested if they develop symptoms.

Following an initial assessment of the situation, it quickly became clear that the number of staff and student contacts was large and therefore the impact significant. The number of staff having to isolate as a result of this case, in addition to those already isolating, now constitutes around 30% of the teaching staff. As a result of these pressures and our on-going risk assessment, we have concluded that we need to institute our Level 3 response which is outlined on the website [here](#). As a result, we have taken the difficult decision to ask Year 11 to access their learning remotely.

I appreciate this is a significant and grave decision and has been taken with the greatest reluctance and I am only too aware of the impact on Year 11 of prolonged absence from school. This is why we have been working so hard on a robust online learning plan:

- Tomorrow (Tuesday 24 November) Year 11 students will be expected to join a special online year group assembly with Miss Hancock. She will explain to students our expectations. For the rest of the day, work will be set on Google classroom (with no live lessons). Students will have Google Classroom based work for all of their timetabled subjects.
- From Wednesday 25 November onwards, students will be required to meet with their tutor for a virtual "registration" daily at 8.40am. This will allow us to ensure that all students in the year group have had the opportunity to see a member of staff and for us to pick up on any problems. They will then continue to follow their timetabled lessons. Students will be provided with a mix of "live" and pre-set work.
- Attendance is required for all live lessons and registers will be taken. We will follow up any students who are not engaging with their learning or who do not attend live lessons.
- Students should complete and submit work through Google Classroom.
- Miss Hancock will be holding a meeting for parents at 4pm tomorrow to discuss the online learning provision for Year 11 students. This will be held over Zoom, the link for which is as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/85127599256?pwd=NzdyKzBrYWo5cmVrcjBmRW/Rld1VZZz09>

Meeting ID: 851 2759 9256

Passcode: X1iwKa

If families have any issues related to accessing online work or lessons, please contact Miss Hancock, via the school office, so that we can discuss the matter further.

Some Year 11 students who have **not been directed to self-isolate**, will be eligible to continue attending school through our special provision for keyworkers from Wednesday 25 November. We will contact families who fall into to this category separately.

Our Year 11s are waiting anxiously for their PPE results. Our original plan had been to give these out during a special assembly. These will be sent home instead.

Parents' evening had been planned for Thursday 26 November. Please note that this will continue as a virtual event as planned.

I will continue to keep you updated with the situation as it progresses.

Thank you for your ongoing support in these challenging times.

Yours Sincerely



Mr A Johnson
Headteacher