



3 March 2021

Dear Parent/Guardian

### **Return to school from lockdown – pastoral**

We are very much looking forward to having all students back in school next week and I am sure many are also looking forward to coming back. To support you and students in returning, we wanted to outline some key information which will make the transition back much smoother and enable students to get back into the swing of things quickly.

#### **Key communications**

- Mr Johnson's letter to parents sent out on Wednesday 2 March (please do have a read of this if you have not already done so - [click here](#));
- A letter to students from their Head of Year sent out today, Wednesday 3 March. This letter gives key information regarding their year group, but this will also include the specific timings around coming into school for testing;
- Year group assemblies will be taking place on Thursday 4 March at 10am – links to these assemblies will be sent out to students on the morning of 4 March via Google Classroom. It is vital that students attend these so they have full knowledge of the re-start plans;
- Summary communication to parents and students on Thursday 4 March with links to the assemblies (which will be recorded) and links to the testing walk through video.

#### **Wellbeing**

We are aware for many that this transition back to school may be difficult. Many families have experienced significant impact as a result of Covid-19 and the restrictions applied. We would like to remind students that there is a vast amount of support offered at the school, and signposted by the school. This has been posted on pastoral Google Classrooms, but has also been added to the school website [here](#). I would urge you to look at this document to ensure you are aware of the support on offer for your child/(ren).

In order for us to best support our students, the Head of Year and tutor of your child/(ren) will be speaking to them about completing a survey on Google forms. We are trying to capture as much information as possible from the students, in order to best support them. Can I please ask for your support in encouraging your child/(ren) to do this before they return? The Google form can be found [here](#). This has also been added to their pastoral Google Classroom.

#### **Attendance**

Attendance will be mandatory from 8 March 2021 and the usual rules on attendance will apply, including:

- Parents' duty to ensure that their child of compulsory school age attends regularly at the school where the child is a registered student;
- Schools' responsibilities to record attendance and follow up absence;
- The ability to issue sanctions, including fixed penalty notices, in line with local authorities' codes of conduct.

Should you wish to read the full government document, please find this [here](#).

## **Tutor Time**

Although all lessons will be asynchronous next week, we will still be conducting synchronous (live) tutor time in the mornings for all students who have not yet returned to school. This live tutor session will also be on days when students are due to be coming in for testing – this way we can keep our communications with students open and support them with the final few days at home.

Remote tutor time will revert to its normal time of 8.30am for years 7 & 8 and 8.40am for years 9 & 10. Once students return to school (the day after testing), they will be back into normal routines and as such they will attend tutor time at the start of each day.

Year 11 will not have a remote tutor time on their testing day, as they will be taking part in academic mentoring after their test to support them with their transition back and outline the plan moving forward in terms of their GCSE's.

Here is a timetable of remote tutor time for next week:

<b>Remote tutor time next week</b>		
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>
Year 7 (8:30am)	Year 7 (8:30am)	Year 9 (8:40M)
Year 8 (8:30am)	Year 8 (8:30am)	
Year 9 (8:40am)	Year 9 (8:40am)	
Year 10 (8:40am)		

## **First day back**

On the first day back after testing, students should arrive in school to start as normal using the entrances they have used all year. When in school, each year group will be directed to where they need to go as we will be highlighting key messages with students.

The day and time for students' first day back after testing is detailed here:

	<b>Tuesday 9 March</b>	<b>Wednesday 10 March</b>	<b>Thursday 11 March</b>
<i>8.30am</i>	Year 11	Year 7 & 8	
<i>8.40am</i>	Year 10		Year 9

## **High Expectations**

At Maiden Erlegh School in Reading, we have very high expectations of students across the school in many different aspects, for example, we expect to see determined, resilient learners who produce excellent work, and/or students who have a great attitude to one another, showing respect and kindness in all interactions.

**When students come in for testing, they are expected to be wearing school uniform, we ask that you please support us in ensuring that this is the case. This enables students to start getting back into the normal process around school.**

## **Uniform**

High expectations of uniform are of extreme importance and we find that students who wear the school uniform properly have a sense of pride and feel very much a part of the school community at Maiden Erlegh School in Reading. Prior to students coming back we want to reiterate the expectations around school uniform.

- Nails should be of natural length and colour. This is a Health and Safety risk, and if they are not this means students cannot participate in Physical Education;
- Trouser/skirt colour should be grey/charcoal. Skirts should be knee length and trousers loose fitting and long enough to reach the shoes;

- Students should wear school shoes. School shoes should be smart formal black shoes that would be acceptable to wear in an office job;
- Coats. Students can wear coats to school, but not inside the building. Outdoor jackets do not include hooded sweatshirts;
- Blazers. Students should wear blazers at all times in school unless they are told otherwise, such as in hot weather;
- Jewellery. One small silver/gold stud in each ear lobe only; no other jewellery should be worn to school;
- Makeup. No make is allowed except light foundation;

To support the students and families who may have concerns around uniform, please could you make us aware of these concerns by using completing the Google form [here](#).

### **Equipment**

High expectations of equipment are also paramount and as we are now physically returning to school we need to ensure that everyone is properly equipped for learning. If you are equipped, you are ready to learn and engage with lessons. In order to be ready for your lessons you need to remember to come to school with this equipment. As part of the R2L initiative in school you need to make sure you have PREP for every lesson. Pen, Ruler, Eraser, Pencil. It is also recommended to carry a green pen as part of your school equipment. If you do not have these items, we would ask that you get them before returning to school.

Yours Sincerely



**Mr D Hood**  
Assistant Headteacher for  
Behaviour and Culture



**Miss C Burns**  
Senior Assistant Headteacher for  
Safeguarding and Inclusion