

Be your best self

25th August 2020/Re-issued 4th September 2020 (no changes)

Dear Parents, Carers and Students,

Arrangements for the start of the Autumn Term 2020

I hope your summer is going well?

I wrote to you on the 10th July with outline details for the start of term. This letter gives you the final details needed to help support us to give your child(ren) a fantastic start to the new academic year. You will already be aware that we are continuing to organise our response to government (Department for Education- DfE) guidance for the full reopening of all schools.

We are delighted to be able to look forward to welcoming our students back to the school in September, even though the school experience on site will look and feel slightly different due to the requirements of the DfE guidance all schools have to adhere to. You will perhaps already have seen this modelled by schools in Scotland and Northern Ireland in the media in recent days. Most notably, individual year groups will normally be required to be sited in separate zones of the school in individual year group 'bubbles'. As we have been operating since lockdown in March, our key priority is the safety of all students and staff. If COVID-19 control measures are reintroduced or the Government guidance changes the following will be amended.

We have committed to providing the full curriculum to all students and have been planning for this, including ensuring all students have an opportunity to effectively reengage with the school. Please be assured that the school staff will ensure all students who will sit external examinations in the summer of 2021 will be prepared to the highest standard.

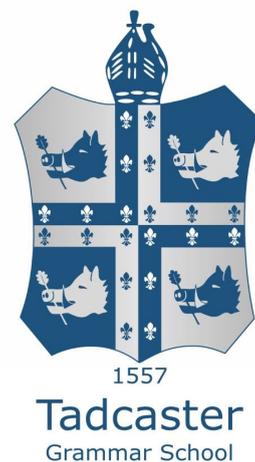
First week back in school

To allow us to carefully and safely introduce our new way of working we will be welcoming all students into school as follows over the course of the first week, with all students attending school by Friday 11th September. All year groups will be attending full school days from Monday 14 September.

Monday 7th September	Staff Training Day - School closed	
Tuesday 8th September	Year 7 Welcome Day Year 13 Return [0900-1200] / Year 12 Return [12.30 - 3.15]	Normal school uniform Sixth Form dress code
Wednesday 9th September	Year 10 Return Year 12 & 13, Year 7 in school	
Thursday 10th September	Year 8 & 11 Return Year 12 & 13, Year 10 & 7 in school	
Friday 11th September	Year 9 Return Year 7, 8, 9, 10, 11, 12 & 13 in school	



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Arriving at school on the first day of term w/b Monday 7th September 2020

Students arriving at school on their first day will be directed to the tennis court by the bus parks (or the Basketball court for Year 11 on the Thursday), where they will assemble in their new tutor groups and will be met by their Year Leader and tutors. From here they will be inducted into the 'arrival at school hygiene controls' and taken to their tutor group base.

Sixth Form

Sixth form students will go directly to tutor bases, an email will be sent to students about their new tutor bases and their hygiene expectations.

Arriving at school from the second week of term w/b Monday 14th September 2020

The expectation from the second week in school is that students on arrival, after they have washed their hands at our external basins, will move directly to their Year Group area or tutor group base ready for Lesson 1 (tutor time) starting at 8.40am.

Transport and drop-off times

We would encourage students to walk/cycle to school if possible. An area for locking cycles is available behind the site team office (students should bring their own bike locks and register their bike with Mrs Lumby in the main office). Please note that school cannot be held liable for damage to/theft of bikes whilst on school property.

Students should not be dropped off at school before 8.20 am.

Please could we ask parents dropping students off by car to drive round 'the loop' until nearly at the main school car park before letting your child(ren) safely out of the car, as opposed to allowing them to alight outside Rose Cottage. This will give us more capacity to accommodate car drop-offs and manage the flow of students. As usual, staff will be on duty during morning arrival time.

The school day timings from Tuesday 8th September 2020

It would be very useful if your child(ren) took some time to study this before their first day back in school. The start and end times of the school day will remain the same (lessons start at 8.40 and end at 3.15). **Each year group has separated school day timings.** In order to maintain the integrity of the year group bubbles, we have had to amend the internal timings of the school day as follows:

[CLICK HERE](#) for the full page version of school day timings

[CLICK HERE](#) for print version

	AM REG							PM REG		PM REG			
	8.40 - 9.05	9.05-9.35	9.35-10.05	10.05-10.35	10.35-11.05	11.05-11.35	11.35-12.05	12.05-12.35	12.35-1.05	1.05-1.35	1.35-2.05	2.05-2.35	2.35-3.05
Warning bells	8.35												3.05 (Y7/8)
Start/End bells	8.40	9.05		10.05		11.05	11.35	12.05	12.35	1.05	1.35	2.05	3.10 (Y9/10)
Warning bells	9.00	-	10.00		11.00	11.30	12.00	12.30	1.00	1.30	2.00		3.15 (Y11/SF)
Year 7	1	2		3		4a	lunch	4b	5a	break	5b		6
Year 8	1	2		3		4		lunch	5		break		6
Year 9	1	2		3		break	4		lunch	5			6
Year 10	1	2		3		4		lunch	5		break		6
Year 11	1	2		3		break	4		lunch	5			6
Year 12/13	1	2		3		4		lunch	lunch	5			6

School Uniform

Chalks Shop continues to run an appointment service and a pop up shop in Toulston Hall for parents wishing to purchase uniform. Please do not hesitate to contact Mrs Chalk or her team if you have a query about uniform or the additional holiday opening times: [THIS LINK](#)

We are aware that there may be other unofficial suppliers of our uniform operating without legal permission in the locality and on-line. We would strongly recommend not using such suppliers as they would not be able to provide the quality standard and durability with uniform items. Buying cheaper usually means having to buy twice. The Chalks Shop provides an excellent service and generates a very modest income for the school which is reinvested directly into provision for students.

It is our vision that students in Year 9 and 10 move into the new school uniform from September 2020, leaving Year 11 only in the legacy uniform. We are not enforcing this, as we are always mindful of the costs of new uniforms for families, especially in the current circumstances. However if you are buying a uniform please purchase the new uniform. This is in preparation for September 2021 when we will expect all Y7-Y11 students regardless of year group to be wearing the new uniform. If you are experiencing difficulties in purchasing uniform, please contact us as we are actively looking at ways we can support families with additional costs.

Face Coverings (Masks)

At the time of issue of this letter government guidance to schools does not stipulate that students have to wear face coverings within the school grounds. The current STAR MAT holding position on this is that we are likely to allow any student who would wish to wear a face covering/mask in school as long as it is plain coloured and covers only the nose and mouth. The school will remain the arbiter of what is an appropriate type of mask. Students will be expected to wear face coverings/masks on school transport. Some of the transport providers will not permit travel without face coverings/masks. This area remains under review as government guidance evolves.

PE lessons

The PE department has worked over the summer on the delivery of the PE curriculum with the restrictions that are in place as a result of government guidance. To begin with we will not be using our changing rooms. This means that on a day a student has PE we will ask them to wear their TGS school PE uniform to school and stay wearing it all day. This will come into force from the second week of term, w/b Monday 14th September 2020 and remain under review.

Chromebooks: Years 7, 8 and 9

For those students currently in Year 6 who will be joining us in September, the portal to order your chromebook is now open, and the deadline is **10th September 2020. Please do not miss this deadline, as we can not guarantee the provision of devices unless orders are completed by this date.**

Please visit the school website [HERE](#) for more information. Throughout the school's partial closure, the chromebooks and associated applications proved invaluable in the provision of distance learning. Although we are welcoming all students back to school in September, **it will be vital that students can access online learning resources should there be any further disruption to the normal school day.** Please consider this when deciding whether you would like to enrol on the scheme. Students in Year 8 and Year 9 must bring their chromebooks to school every day, and make sure that they are fully charged. It may not be possible to charge them during the school day due to hygiene restrictions.

Lockers

As a result of DfE guidance, students will not have access to lockers and we would encourage them to only bring what they require for a day to school.

Attendance expectations

Please be advised of the current government expectations for school attendance on page 9 of this letter.

Classroom equipment expectations

Staff are not permitted to loan basic equipment to students due to hygiene considerations.

Could we ask for your support in ensuring students attend school with all their equipment every day:

Pens	Pencil sharpener	Pair of compasses
Pencils	Eraser	Scientific calculator
Coloured pencils	Highlighter	Reading book
Ruler	Glue stick	Exercise books
	Pair of scissors	Chromebook (Years 8 and 9)
	Protractor	

Students not in possession of the above each day can reasonably expect to be challenged by staff.

Catering

In order to maintain the integrity of our year group bubbles and to be able to sanitise the communal areas in school we have had to significantly amend our normal catering offering. Year groups will have separate break/lunch times.

Please refer to the specific school day timings for your child (each year group has a different set of timings):

[CLICK HERE](#) for the full page version of school day timings

[CLICK HERE](#) for print version

This will enable you to plot the times between when your child is able to access food. As usual, we would encourage students to have a suitable breakfast at home before attending school. Please see [THIS LINK](#)

As a result of DfE guidance, no water fountains in school can be available so students should bring water in their own plastic bottles.

We are strongly recommending that students who are able to bring their own packed lunches.

Please note that we are a **NUT AWARE** school. This [LINK](#) gives more information for all parents and students.

Breakfast service	Break time	Lunch (further details below)
We will not be running a before school breakfast food/drink service.	We will not be running a break time food/drink service.	We will run a reduced servery service.

> Lunch (further details)

A limited number of grab bag options and drinks will be on offer at lunch time only. The grab bags may contain items such as sandwiches, pizza, sausage rolls and fruit, for example. We will offer at least one vegetarian option each day.

We intend to review this catering offer as we progress through the first half-term and expand it if possible.

Example menu - Grab bags will be Main with a salad or wedges at £2.10

Day 1	Day 2	Day 3
Hot dog / vegetables or wedges Veg hot dog / vegetables or wedges Cheese panini	Lasagne / vegetables / garlic bread Veg lasagne / salad / garlic bread Vegetarian Pizza / salad	Homemade steak bake / vegetables Veg bake / vegetables Cheese roll

Students will be able to buy the following as they queue and move round to pay (all will be sealed in bags in advance):

Drinks Flapjack/cookie/triangle Muffin	Sausage roll Panini Fruit
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Paying for the school catering service

Years 8 - 13: Please charge-up your child(ren)'s school lunch account using Parent Pay in the normal way. Manual charging stations accepting money will not be available.

Year 7: Catering on Tuesday 8th September 2020 will be cashless as students can leave their names after selecting a lunch on this day only, and then will be retrospectively charged via their lunch account from Wednesday 9th September. Manual charging stations accepting money will only be allowed for Year 7 w/b Tuesday 8th September. Year 7 parents will be invited to register for a Parent Pay account during w/b Tuesday 8th September. Manual charging stations accepting money are unlikely to be available for Year 7 from Wednesday 16th September.

For those students who receive free school meals, the thumbprint readers will record their purchases from their lunch accounts.

We aim to sanitise thumbprint readers and manual charging stations at appropriate intervals.

We are strongly recommending that students who are to able to bring their own packed lunches.

Extra curricular/after school events

We have put routine events such as parents' evenings under review, as DfE guidance currently does not allow us to run these. Extra curricular events and school visits will similarly need to be temporarily postponed to maintain the integrity of year group bubbles. The Duke of Edinburgh award scheme is temporarily postponed.

Transport

Our transport providers have been in contact and are working with the relevant local authorities with regards to the bus services. Our understanding at this point is that all services will run in September. Once we have any additional information about school transport we will share this with parents and will publish this on the school website. Students will be expected to sit on school transport in their Year Group bubbles. Students will be expected to wear face coverings/masks on school transport. Some of the transport providers will not permit travel without face coverings/masks.

Behaviour Expectations

In addition to our normal Behaviour for Learning Policy, please be aware of the COVID-19 Addendum [HERE](#). It would be useful if you could read through sections 4 & 5 with your child(ren) before the start of term.

All adults and students in school will have to act and behave in a different manner to ensure everyone is safe. Expectations will be explained to all students during their first day back in school.

We will also be launching a fantastic new recognition system for all students in September linked to our school vision and values.

Pages 10 & 11 also provide a useful reminder about routines and expected standards of conduct and behaviour.



School photographs

We will only be offering individual photographs for our new Year 7 students and Year 12 on their first day of the new term.

Tutor Groups September 2020

All students have had details of their new tutor group. This has been emailed to them. One change to the information in these emails to students is in reference to tutor group bases. This is subject to change due to the need to zone the year groups together as bubbles in areas of the school. Students will be taken to their new tutor room by their tutor on their first day. The exception to this will be Year 11, they will receive an email informing them of their tutor groups base.

If your child was in Wharfe House, details of their new House is in this email. If they are in Year 8, 9 or 10 in September they will be issued with a new House tie on their first day back in school, free of charge.

The key pastoral contacts in school for families from the start of term will be:

	Year Leader	Pastoral Leader
Year 7	Ms C Hodgson c.hodgson@tgs.starmat.uk	Mr D Bass d.bass@tgs.starmat.uk
Year 8	Ms C Kenny c.kenny@tgs.starmat.uk	Ms J Hodgson j.hodgson@tgs.starmat.uk
Year 9	Ms C Yewman c.yewman@tgs.starmat.uk	Ms C Egan c.egan@tgs.starmat.uk
Year 10	Ms D Naylor d.naylor@tgs.starmat.uk	Mr J Fox j.fox@tgs.starmat.uk
Year 11	Mr A Punt a.punt@tgs.starmat.uk	Ms E Proctor e.proctor@tgs.starmat.uk

	Director	Pastoral Leader
Sixth Form	Ms R Knapton r.knapton@tgs.starmat.uk	Ms J Gadsby j.gadsby@tgs.starmat.uk

General contact with the school

Please ring Reception on: 01937 833466

Or use the following contact form: <https://tgs.starmat.uk/contact/>

Specific queries concerning the start of term

Please use the email link: returntoschool@tgs.starmat.uk This will be monitored from Tuesday 1st September.

Please do not use any other school email addresses as school is closed until Monday 7th September 2020 and these will not be monitored.

Catch Up Funding

We are awaiting detailed central government guidance about the level of funding and expectations for the catch up funding publicised by the Prime Minister before the summer holidays. We will of course communicate our planning regarding this to parents and students at the earliest opportunity.

Looking ahead to summer examinations for Years 11 & 13 in 2021

Following the consultation in July, Ofqual confirmed the changes to GCSEs, AS and A levels for 2021 and published new proposals for adjustments to vocational and technical qualifications. Subjects are aware of the changes that apply to the qualifications students are studying and are adjusting schemes of work appropriately.

It is important to note that ordinarily exam boards adjust grade boundaries from year to year to ensure that the grades awarded to students are not impacted by whether papers one year were more or less challenging than previous years. This process is known as 'comparable outcomes'. The Government has confirmed that comparable outcomes will be used to ensure that students taking in 2021 are not disadvantaged when it comes to the awarding of examination grades (for example lowering grade boundaries if necessary to account for the lost learning during school shutdown).

We will keep you informed as and when school receives any further updates.

And finally

It is an absolute pleasure to write this letter inviting our wonderful students back into school. All the staff are very much looking forward to fully opening the school.

In other news, in recent weeks we have had a long overdue boiler replacement, extensive new roofing and significant updates to a number of teaching spaces. School staff have worked throughout the summer holiday period to ensure the school is safe and ready to receive students back in September and they have been carefully planning the curriculum for 2020/21. I would like to take this opportunity to thank all of the staff who have committed endless hours and days outside of their paid contracts to working after hours and during their summer holidays to ensure we can open safely in September.

Thank you again for all your support and forbearance over the last few months. Let's hope that government guidance and prevailing conditions allow us all to return to some form of normality in the weeks to come.

Regards,

Mr A Parkinson
Headteacher

School Attendance – Autumn 2020 Onwards

DfE Attendance Expectations – taken from the September 2020 reopening guidance

'In March when the coronavirus (COVID-19) outbreak was increasing, we made clear no parent would be penalised or sanctioned for their child's non-attendance at school.

Now the circumstances have changed and it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development.

Missing out on more time in the classroom risks pupils/students falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil/student at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct'

How will this work within the STAR Multi-Academy Trust

Our starting principle is that we want all pupils/students who can possibly attend, to do so on a daily basis, to maximise the educational opportunities which full time schooling has to offer.

We recognise that a very small number of pupils/students may not be able to attend:

- Because their health advice might be to continue to shield; or that local data might indicate shielding to re-commence in our area;
- Because the pupil/student might be symptomatic and therefore self-isolating or waiting for Covid-19 test results; pupils/students may also of course be symptomatic of illnesses other than Covid-19 and unable to attend.

In effect, all other pupils/students should attend. We recognise of course that some pupils/students and families might be anxious about return and we urge communication with your child's school if this is the case. We will strive to support every pupil/student possible to return to school as soon as possible.

Ultimately, attendance sanctions might be enforced such as fixed penalty notices, but we would not intend to use them as our default position. We would far rather positively engage in discussion to support your child in a full return to school. Please therefore consider whether you feel that your child might need additional support in managing the transition back to school and make contact with your child's school if needed.

Reminders About Appropriate Behaviour

Before setting off



Equipment - You will not be able to borrow anything at school. Make sure you have all your equipment with you.



Drink - bring a bottle of water with you. There will be nowhere to refill your bottle or get drinks at school.



Books - please bring only the exercise books you require on each day.



Food - only bring your pack up to school - remember you cannot share food.

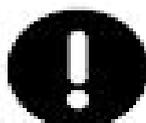


Do not come in to school if you are feeling unwell. Please contact school to let us know what is wrong.



When on school transport you have to sit with your Year Group.

At all times



Please remember that deliberately breaking rules designed to protect staff and student safety can not be tolerated.

Arriving at school



Please do not arrive at school before 8.20am. Lessons start at 8.40am.



When you arrive in school make your way to the nearest washbasin station to wash your hands and then move to your area of school.



Social distancing - always try to remain 2m away from staff and other students. You can use the markers on the ground to help you keep your distance.

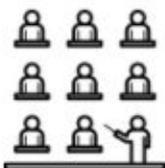
Lessons



When moving between buildings and when you go for lunch use the wash basins and hand sanitisers to clean your hands.



If you start to feel unwell at school please let a member of staff know **immediately**.



Please only go to the classrooms on your timetable and in your area. You are not allowed into any other areas.



Please always go to the desk you are asked to sit at and avoid touching anything else in the classroom.



You will have 6 lessons per day often in the same classroom. The teachers will come to you.



Break and lunch will be at different times for year groups. Grab bags are available at lunch. You will be told where to queue and exit the dining hall.



"Catch it, Bin it, Kill it" - use a tissue when coughing/sneezing and then place it in the bin.



Each year group has an assigned toilet block to use to avoid mixing with students from other groups.

Leaving school



Lessons end at 3.15pm as normal.



Social distancing - always try to remain **at least 2m+** away from staff and other students.



Teachers will let you leave the classroom one at a time to help ensure social distancing.



Put any rubbish in the bin and take all your belongings home with you. We won't be using lockers quite yet.



Go **straight** to your bus, car, bike. Please **do not** wait for your friends.