

# All Hallows Catholic College

A Voluntary Academy | National Teaching School

*Aspire not to have more but to be more*

Brooklands Avenue, Macclesfield, Cheshire SK11 8LB | Telephone: 01625 426138 | Fax: 01625 468126 | admin@allhallows.org.uk | www.allhallows.org.uk

Principal - Mr T Beesley

17<sup>th</sup> July 2020

Dear Parent / Carer

## RE: COVID-19 (Coronavirus) – Updated Information and Advice for Parents and Carers

I hope you and your families are well. As we reach the end of the school year, I want to share with you the latest information and guidance regarding September, and how College will reopen for all year groups. I will be putting a presentation, with more detailed information, onto the College website before the end of the Summer holidays, as we do expect further guidance over the course of the next few weeks.

### Plans for September

The guidance that came from the DfE on 2<sup>nd</sup> July is aimed at supporting schools in their plans for the safe return of all students, in all year groups, from the beginning of the autumn term. What is very clear from the guidance is that there is no ‘one-size fits all approach’, and that all schools need to plan according to their own circumstances. The main feature of the new guidance is the requirement for schools to create different ‘bubbles’, with the recognition being that for secondary schools, in order to be able to deliver a full curriculum, these bubbles are likely to be the size of Year groups. We have consulted with staff and governors, and as from the beginning of September we will be following a slightly amended College day, as illustrated below:

	Arrival	Reg	Lesson 1	Lesson 2 / Break (15 mins)		Lesson 3	Lesson 4 / Lunch (30 mins)			Lesson 5	Dismissal
	8.45 - 8.55	8.55 – 9.15	9.15 – 10.15	10.15 – 11.30		11.30 – 12.30	12.30 – 14.10			14.10 – 15.10	15.05 - 15.15
<b>Year 7</b>	10 mins	20 mins	60 mins	<b>B</b>	60 mins	60 mins	35 mins	<b>L</b>	35 mins	60 mins	10 mins
<b>Year 8</b>	10 mins	20 mins	60 mins	60 mins	<b>B</b>	60 mins	70 mins	<b>L</b>	60 mins	10 mins	
<b>Year 9</b>	10 mins	20 mins	60 mins	30 mins	<b>B</b>	30 mins	60 mins	<b>L</b>	70 mins	60 mins	10 mins
<b>Year 10</b>	10 mins	20 mins	60 mins	60 mins	<b>B</b>	60 mins	70 mins	<b>L</b>	60 mins	10 mins	
<b>Year 11</b>	10 mins	20 mins	60 mins	<b>B</b>	60 mins	60 mins	<b>L</b>	70 mins	60 mins	10 mins	
<b>Year 12</b>	10 mins	20 mins	60 mins	60 mins	<b>B</b>	60 mins	70 Mins	<b>L</b>	60 mins	10 mins	
<b>Year 13</b>	10 mins	20 mins	60 mins	<b>B</b>	60 mins	60 mins	70 mins	<b>L</b>	60 mins	10 mins	

We have decided on the model above to ‘minimise contact’ and ‘maximise distance’ between different Year ‘bubbles’, whilst maintaining as broad and balanced a curriculum as possible. The main features of the new College day will include:



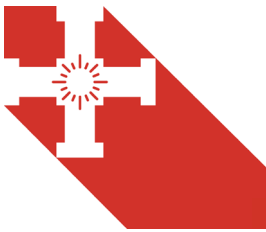
Honourable Purpose

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- A slightly extended registration with the Form Tutor, to address some of the pastoral and well-being issues arising from coronavirus and the partial closure of College
- A 10 minute 'buffer' time for students to arrive to their Form room, and stay separate from the other Year 'bubbles' until the start of the College day (there will be no breakfast service in the Café, in the first instance)
- A staggered dismissal at the end of the day, starting at 15.05 for Sixth Form classes, through to 15.15 for Year 7 classes. This will ease congestion at exit points and allow for different Year groups to sit on the buses in their own Year 'bubbles'
- Shortened, staggered breaks and lunchtimes, to allow for separation of Year bubbles, and cleaning down of dining areas and toilets in between Year groups. There will be three designated dining / social areas:
  - Key Stage 3 - Dining Hall / Main Hall / Lower Yard / RE Corridor toilets
  - Key Stage 4 - Drama Studio / Outdoor Gym / Bottom Fisher building toilets
  - Sixth Form - Sixth Form Common Room / Sixth Form toilets (Sixth Form can leave site during lunchtime, on alternate Wednesday afternoons, or if they have a 'free' during lesson 5)
- There will be no food served at breaktime, in the first instance, and students will have to bring their own snacks into College. The lunch menu will be more restricted than usual but will include a hot and cold menu option. Food will need to be pre-ordered, before the start of the College day, through a smartphone app. Payment will also need to be made in advance, through ParentPay (more details will be provided before the start of term)
- Lesson 4 is longer than other lessons (70 minutes), to allow for the cleaning of surfaces in the Dining Hall, in between groups

Other features of the new College day will include virtual assemblies and new one-way systems. We are also staggering the start of term for different year groups, to allow for a carefully managed induction into the new systems and procedures:

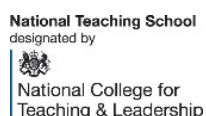
- **Wednesday 2nd September – Years 7 & 11 only**
- **Thursday 3rd September – Years 7, 8, 9, 10 & 11**
- **Friday 4th September – All Year groups, including Years 12 & 13**

All students will need to bring their own frequently used equipment into College, as items such as pens, pencils and rulers should not be shared. We will be putting together some pencil cases, stocked with essential stationery, that will be available for purchase through Parent Pay. Other items of equipment, that are used across Year groups, will be regularly cleaned or set aside for a period of 'quarantine'.

We are in the process of finalising our risk assessment for the full opening of College, but some of the other measures we have already put in place, or are planning for September, include:

## Cleaning and hygiene:

- There will be extra cleaning staff on site during the College day who will be working to maintain the highest standards of hygiene
- Staff and students will be expected to wash their hands or sanitise at the beginning and end of each lesson. Sanitiser stations have been placed around the College site, and there will be hand sanitisers in each classroom. We are also encouraging students to bring their own hand-gel into College if they can. Students will also have opportunities to wash their hands on a regular basis for 20 seconds, using soap



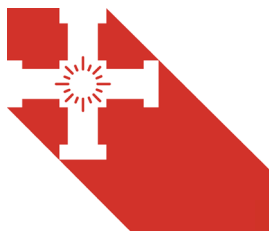
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- All students are asked to follow the approach of 'catch it, bin it, kill it' when coughing or sneezing
- There are designated toilets for Year group bubbles, and these will be regularly cleaned throughout the day
- Public Health England does not currently recommend the use of face coverings in schools. They are not required in schools as students and staff are mixing in consistent groups, and misuse may inadvertently increase the risk of transmission. We are, however, expecting some further guidance on this, and will be communicating that with you before the start of term

## College layout:

- Where possible, students' desks have been arranged to face the front of the classroom
- Staff will remain socially distanced from the students
- One-way systems will be in place, thus reducing instances of students passing on the corridor
- Where possible, outside doors to classrooms will be used to avoid students spending too much time in the corridor
- Classroom windows will remain open to improve ventilation

## Curriculum:

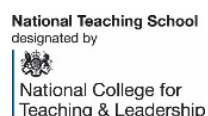
- Subject Leaders are currently working with colleagues to create a 'recovery curriculum', which will begin to identify gaps in knowledge due to any missed learning. Intervention will then be used as appropriate
- There will be subjects which will not be able to teach as they would normally, for example restrictions will apply in PE, Music, ADT and other subjects which contain more practical elements. Demonstrations may be used instead of individual practicals. No contact sport will be played in PE lessons

## Uniform:

The guidance from the DfE did confirm that whilst some schools may have relaxed their uniform policy while only certain categories of pupils have been attending, they do encourage all schools to return to their usual uniform policies in the autumn term. Their advice is that uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. As from September, therefore, all students are expected to attend College in full uniform, which can be purchased from either one of our uniform suppliers: Finesse or Classworx, and their contact details can be found on the College website. From experience we know that certain uniform issues can arise at the beginning of a new academic year, including incorrect footwear, extreme hairstyles or recently pierced ears. As a reminder, can I please bring to your attention to the College's uniform policy for Years 7 to 11, a full copy of which can be found on our website at

<https://www.allhallows.org.uk/college-uniform-2020-2021> :

- Shoes should be black, sturdy and low heeled. Please note that fabric shoes, pumps, boots or trainers are not acceptable. Shoes should not, therefore, have 'trainer-type' laces or soles
- Skirts - Tartan kilt in College colours (Yrs 7&8 black & white kilt with red check, Yrs 9-11 black & white kilt). All skirts should be purchased below the knee to allow for growth. Skirts should be worn appropriately, in the spirit of the uniform policy and the high standards that we all want for our College. If your daughter's skirt is too short we will contact you and ask that it be changed, or if a girl is seen to have her skirt rolled-up at the waist she will be asked to un-roll it. Any girls who persistently roll up their skirts will be given an appropriate sanction



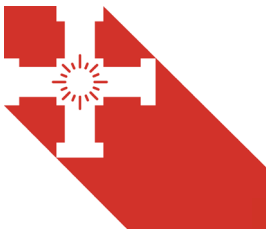
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- Jumper - Plain mid-grey 'V' necked jumper with College badge (Yrs 7&8). Plain black 'V' necked jumper with College badge (Yrs 9-11). The jumper is compulsory for all year groups
- Outdoor Coat – Plain, dark coat to be worn when necessary in cold weather over College blazer. This garment should be regarded as the overcoat. Coats should be removed on entry to the building
- College Bag, bearing the College badge / logo
- Make-up, including fake tans, false nails, and nail varnish must not be worn
- No jewellery allowed. The College reserves the right to request removal and to confiscate if necessary
- Extremes of hair style and hair colouring are not acceptable. Hair fashion accessories are not to be worn. When hair bands are worn, they should be dark & plain. Long hair must be tied up for practical lessons
- Sixth Form students are required to wear Business Dress and are asked to refer to the code of dress in the Sixth Form Handbook before purchasing this <https://www.allhallows.org.uk/sixth-form-handbook>

As well as the uniform policy, may I remind you about mobile phones, which are not to be seen or heard between the start and end of the College day. If a mobile phone is seen or heard, or if we discover that a phone has been used, it will be confiscated, for a parent / carer to collect it from Reception.

## Rewards & Behaviour:

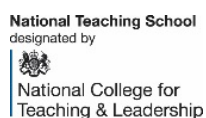
We amended the College's Rewards & Behaviour Policy earlier this term, to include an addendum related to Covid-19. We will be updating this addendum in the coming weeks, in preparation for September, and when it is available, we will be asking for parents, carers and students to read and understand it. In order to keep all students and staff safe, however, we will be expecting all students to move promptly to their next lesson and maintain their distance from other Year groups and staff.

## Transport:

- Whilst the College buses will be running, we do recommend that where possible, students should walk, cycle or be dropped off by car
- Face coverings are always required on public transport (for children over the age of 11). Where necessary, they may also be appropriate on dedicated school transport (for example, if students are likely to come into very close contact with others outside their year group). If your child has been wearing a face covering before arriving at school, it will be important that they understand how to remove it (see Government advice at <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own#maintaining-and-disposing-of-face-coverings>)
- Students must sanitise their hands immediately on arrival at school, dispose of any temporary face coverings they may have been wearing in a covered bin, or place reusable face coverings in a plastic bag they can take home with them
- Cheshire East has put together a survey aimed at those young people who use public transport, to be completed by Wednesday 22<sup>nd</sup> July. For link to survey see: <https://surveys.cheshireeast.gov.uk/s/HTSSSecondary/>

## Illness:

- Some students who are no longer required to shield, but who remain under the care of a specialist health professional, may need to discuss their care with their health professional before returning to school in



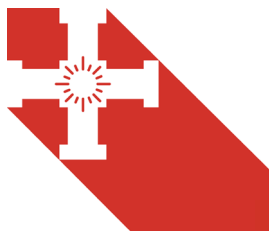
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## September

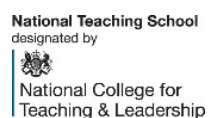
- Confirmed cases of Covid-19 in the school will be managed in line with current public health guidance. This means your child may be asked to self-isolate for 14 days by the College (based on advice from the local health protection teams) if they have been in close, face-to-face contact with someone who has tested positive for the virus
- As parents/carers you will need to be ready and willing to:
  - book a test if you or your child is displaying symptoms. **Students must not come into the College if they have symptoms, and parents will be contacted to collect their child if they develop them in College**
  - provide details of anyone you or your child has been in close contact with if you or your child were to test positive for Covid-19 or if asked by NHS Test and Trace
  - self-isolate if you or your child has been in close contact with someone who develops Covid-19 symptoms or someone who tests positive for Covid-19
  - Anyone who displays symptoms of Covid-19 can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website or ordered by telephone via NHS 119
  - College must be informed immediately of the results of a test:
    - if someone tests **negative**, if they feel well and no longer have symptoms similar to Covid-19, they can stop self-isolating. Other members of their household can stop self-isolating
    - if someone tests **positive**, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days

## Wellbeing

- To support the wellbeing of our students, form tutors will be delivering PSHCE sessions during the first week of term
- Students can always speak to their form tutor about any concerns or worries and they will be able to offer the appropriate support
- There is advice and direction on the College website, about where students and families can go for support and guidance about coronavirus-related anxiety or concerns, at:  
<https://www.allhallows.org.uk/mental-well-being-and-staying-safe>.

## End of Year Reports

Thank you to those parents and carers who attended a review meeting with their child over the last week. Feedback has been very positive, and it was lovely to see so many of our young people again. The discussions have helped the Form Tutors write their end of year reports, including the agreed targets for the coming year. For those families who could not attend the review meetings, their child will still receive an end-of-year report, with some suggestions as to what they could be doing, in the core subjects, in preparation for the new term. Years 10 & 12 will also be receiving a



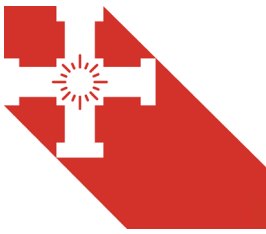
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written report, written by their subject teachers. All reports will be placed on Parental Gateway, towards the start of the Summer holidays, and parents and carers will be notified by text.

## Exam Results for Years 11 & 13

As mentioned in my last letter, we will be writing to Year 11 & 13 students today, to confirm the details as to how they can receive their GCSE & A Level results.

## Key Stage 3 Awards

It is unfortunate that we were unable to mark our student's success in the usual manner, with our end of year KS3 Rewards Evening, but we know from the many positive responses we have received that the 2,000 plus certificates we posted home were really well received. We are very proud of our students and are really looking forward to welcoming them back in September.

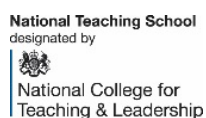
## Farewell

This week we are saying goodbye and thank you to Mr Cuesta, Miss Purkiss, Mr Price-Jones and Mr Smedley. We are also saying farewell to Mr Moulsher, Mrs Hindson, and Mrs Penny Carrol, who is retiring after 11 years as Head of English at the College. We wish her, and all those colleagues who are leaving us, the very best for the future, and we thank them for everything that they have done for all the young people of All Hallows.

Thank you for your continued support, in what has been a very unusual and challenging year. As always if you do want to contact me about any issue, please email me at [principalpa@allhallows.org.uk](mailto:principalpa@allhallows.org.uk), but in the meantime, on behalf of all the staff and governors of the College, I hope you have a safe, relaxing and enjoyable summer holiday.

God Bless

Tim Beesley  
Principal



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