



RUTLISH SCHOOL

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Headteacher: Ms L. Howarth

11 June 2020

Dear Parent/Carer

Year 10 face-to-face support at school from Monday 15th June

We are looking forward to welcoming our Year 10 students back to school on a rota basis from Monday. We are aware that some students will not be attending next week, however, the details contained within this letter will apply if you were to change your mind in the future as we are not intending to change the allocated day unless Government regulations are further relaxed.

This letter is to confirm the arrangements for your son to come to school one day per week and to ensure that the safety of young people and school staff remains our top priority.

The school has followed the Government and Merton guidance on implementing protective measures. There are controls in place to reduce the risk of Covid-19 transmission: to avoid contact with anyone with symptoms, frequent hand washing, good hygiene practices, regular cleaning of the school, minimising contact and mixing of groups. The school staff, the Governing Body, union representatives and Merton have approved the school risk assessment; this can be found on the school website.

Classrooms have been re-arranged to enable social distancing to be followed. Year 10 students will be split into small groups (maximum class size of 15) and will receive an English, Maths and Science lesson on their allocated day (Monday to Thursday). Students might not be taught by their usual teacher.

Your son is invited to attend school for the following day next week. The letter indicated after the day of the week is the group that your son has been allocated to, this will be either A, B, C or D and is broadly based on maths groups.

Student name	TG	Day and Group 9.30 am – 12.30 pm
<<Forename>> <<Surname>>	<<reg>>	<<Result:2020 Yr 10 Teaching Group - R>>

Fridays will be used to invite students to do some work in other subjects. We are restricted to 25% of the cohort on site on any day therefore subject invitations will be sent to you separately.

Advice and instructions for the school day:

- We advise all students to walk or cycle to school and avoid public transport if possible. If your son is cycling to school, the bike should be locked up in the cycle racks behind the science building. The Manor House cycle rack has been designated for staff and Sixth Form students.
- If your son is wearing a face covering or gloves to school, these should be removed and put in his bag, or put in a bag then disposed in a bin upon arrival.



- Students should enter through the Mostyn Road gate and a member of staff will direct them to their allocated waiting area.
- Your son should arrive at school at 9.20 am and use the available hand sanitiser as required before the lesson starts; hand sanitiser will also be available at school building entrances. Mobile phones need to be switched off and placed in his school bag whilst on site.
- Students and staff are expected to adhere to social distancing guidance at all times.
- Students must arrive in full school uniform, shoes and **bring writing equipment and books with them**. Students should also bring a full water bottle as the fountains should not be used for hygiene reasons.
- If your son is planning to pre-order food can he please arrive 5 minutes earlier at 9.15 so this order can be processed prior to the other students arriving. You will need to pay for this in advance via parent pay. The menu and order form can be found on the school website. For families eligible for free school meals, if your son orders lunch you will forfeit your eligibility for food vouchers; alternatively, you may pay for the lunch for the day your son is at school.
- At 12.30 pm, students will be dismissed and are expected to go straight home.
- All other learning activities will be posted on Fronter for your son to complete.
- The school continues to be cleaned at the end of each day and additional cleaning is carried out during the day.
- When your son arrives home we would advise you to put any clothes worn that day through the wash in preparation for their next session.

Any student who is unwell or is displaying covid-19 symptoms should not attend school. Any student who has a pre-existing health condition which increases their risk of Covid-19 infection should follow the medical advice they have been given and should not attend school.

Should your son become unwell at school with coronavirus symptoms, staff have the necessary PPE to ensure they keep both him and themselves safe until you can collect him. During the days your son is at school please make yourself available via phone in case of emergency so we can keep everyone safe.

We look forward to seeing your son next week.

Kind regards,

Mr B Gormally
Associate Headteacher

Mr M Embling
Head of Year

