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Dear families,

I hope that you have all had a happy and healthy summer, and you and our students are looking forward to the re-opening of school next week. We agree with the large number of public figures who have said that it is essential for young people to return to school in the Autumn Term – for their learning and their futures. On behalf of all the adults in the school and our young people, I would like to start by thanking you for the efforts that you put in to maintain a focus on learning for students during the spring and summer. We are all very much looking forward to coming together again as a school community.

In July, I wrote to you about the things that we all must do to keep each other healthy and safe in the school. This guidance can be found in the accompanying document. Here is a summary of the main points:

Follow strict preventative and containment controls e.g. washing/sanitising of hands and respiratory hygiene. Students will be expected to wash their hands upon arrival and throughout the day. There will be enhanced cleaning of the school site during and at the end of each day. Any student who reports sick with coronavirus symptoms (persistent cough, high temperature, loss of taste and smell) will be isolated and sent home.

Staggered arrival, departure, break and lunchtimes: we are going to make some changes to break and lunch time arrangements in order to separate key stage three and four.

Maintaining distance during the school day: we have made changes to the way that we move around the building to prevent excess congestion and large gatherings in corridors.

Equipment: Students should not share equipment in school. We will remind you of the essential learning equipment that every student must bring to school each day. Specialist school resources e.g. in Art or PE will be cleaned after use.

Uniform and PE kit: we have amended the uniform requirements to make it easier for families to ensure that students are in clean clothes each day. Students should also come to school in uniform PE kit if they have PE on that day. Non-uniform items including branded sportswear must not be worn either for PE or other lessons.

Travel: London Transport have asked us to encourage students to either walk or cycle to school. We know that for some families the removal of free travel is also a reason to change travel arrangements.

The guidance document is detailed and something that I would ask you to keep for reference. There are some other questions that have arisen over the summer holidays, however, where it is useful to update you. All of this guidance will be kept under constant review.

### **Reporting absence**

The most important action that we must all take to keep infection rates under control is to isolate if we have symptoms. At the time of writing this letter, government guidance states that the most common symptoms of COVID-19 are recent onset of a new continuous cough or a high temperature or a loss of, or change in, normal sense of taste or smell (anosmia). Any student who develops these symptoms must isolate for 10 days, and the rest of the household must isolate for 14 days. The person with the symptoms must get tested as soon as possible.

If a student is absent from school for any reason, please make sure that when you report the absence you are clear about the following:

- Does the student have any of the symptoms listed above, and if so when they began
- Another household member has symptoms and therefore the student is absent due to isolation
- The date the student is expected to return to school from isolation
- Whether the student has received a coronavirus test result (positive or negative)
- If the student's absence is because they are quarantining following overseas travel and when the quarantine will end
- If the student's absence is for sickness or another reason not linked to coronavirus (e.g. upset stomach)

Please ensure that you report absence as clearly and accurately as possible as this will inform our decisions about further contact with you, and what we must report to local public health teams.

### **Quarantine**

Some families will have returned from overseas travel after the government updated guidance about quarantining on your return. This advice must be followed.

As we are making a full return to face-to-face teaching in September, we will not have the capacity to offer live online teaching to students quarantining after holidays. Teachers will be continuing to provide resources on Teams for all classes, and students quarantining after holiday can access their learning in this way.

### **Face coverings**

At the time of writing, our current position in response to government guidance and feedback from students, families and staff is that if staff or students would feel more comfortable wearing a face covering in school they may do so. For re-usable face coverings/masks, pupils must not touch the front of their face covering during use or when removing them. They must still clean their hands on arrival (as is the case for all pupils) and should not wear gloves in school.

Face coverings must be plain coloured, and blue, grey or black if they are reusable. Masks must not have any decoration or identifiable branding or emblems on them.

Students must dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then clean their hands. Any face coverings of any kind found around school will be disposed of immediately.

- Students must not wear visors or face shields in school.
- Students must remove their face coverings at the following times in the day:
  - When they come onto the school grounds in the morning – until they enter the school building
  - When they are in the playground and other outdoor spaces
  - When they are eating
  - When they are seated and working in lessons
  - At another point where a member of staff asks them to remove the mask

The reason why masks must be removed at this time is to balance infection control with the need for us all to be able to clearly communicate, and so that students can be identified as members of the school community known to their teachers – this is also an important part of keeping us all safe.

This guidance will be updated if we receive any further instruction from the government.

## **Arrangements for the first two days of term for Years 7-11**

We are excited to welcome students back to school next week. They must arrive at school at the times below and go to the locations listed, where they will be met by their tutors:

### Thursday 3rd September

- Year 7: 8:35 – front driveway
- Year 8: 11:55 - 12:00 – middle playground
- Year 9: 12:00 - 12:05 – middle playground
- Year 10: 12:05 - 12:10 – upper playground
- Year 11: 12:10 - 12:15 – upper playground

Year 8 and 9 students will be dismissed at 2:40pm, Year 9 and 10 students at 3pm.

### Friday 4th September

- Year 7: 8:35 – middle playground
- Year 8: 09:55 - 10:00 – middle playground
- Year 9: 10:00 - 10:05 – middle playground
- Year 10: 10:05 - 10:10 – upper playground
- Year 11: 10:10 - 10:15 – upper playground

Students will be dismissed from school between 3pm and 3:20pm.

On Thursday, they will have a thorough reintroduction to school with their tutor. On Friday there will be a mixture of timetabled lessons and tutorial time. Students must come with all required equipment for school on both days.

In planning these days, we have had to balance the need for a thorough introduction to the new ways of working in school with the importance of getting back to studying the full curriculum. We are also aware that the school needs to be calm for our new year 7 pupils who have not had the full induction programme and so are getting used to secondary school while other boys are in the building.

Arrangements for 6th form students are being communicated separately.

### **Online learning and computer access**

As we return to full school, teachers will continue to use Microsoft Teams to share learning resources and activities with students. We must also be able to make greater use of this if we have another full or partial closure. Therefore, we must ask you to make sure that you are supporting students to use this well, and letting their tutor know if they are unable to access it from home.

We are working with Camden Local Authority to give students who need it greater laptop access. We will be in contact with some families about this in due course, but our parents' association have launched a fundraising campaign to support this. If you would like to see more details of this please go to <https://uk.virginmoneygiving.com/charity-web/charity/displayCharityCampaignPage.action?charityCampaignUrl=homelearninglaptops>

I look forward to welcoming the school community back next week.

Yours sincerely



Izzy Jones

Acting Headteacher