



WILLIAM ELLIS SCHOOL
HIGHGATE ROAD
LONDON
NW5 1RN

ACTING HEADTEACHER: MS IZZY JONES

TEL: 020 7267 9346

FAX: 020 7284 1274

info@williamellis.camden.sch.uk

8th September 2020

Dear families,

Many thanks for your continued work supporting students into good routines as the second week of term gets underway. I am writing briefly with some particular messages that we have been emphasising with all of the school community to consolidate this positive start.

Sickness and testing

As you will know, there is a national picture of a rise in coronavirus cases. Currently we are not seeing high numbers of cases in Camden but we need to work together to ensure that numbers remain low, for the sake of everyone's health and well-being and also to ensure that all students can continue to come to school and receive a full education. We have had two students today who had a slight cough and, as the guidance and our risk assessment says, we have sent these students home. The Camden and Islington Public Health Team have advised us not to take any further action at this stage – we are in regular contact with them and are very glad to have their support. The large majority of young people with these symptoms do not test positive for coronavirus – they are also the symptoms of seasonal coughs and colds.

Please could I remind all families, though, of the following:

- If a student develops any of the symptoms of coronavirus (persistent cough, a high temperature or a loss of the sense of taste or smell) the student should stay at home and isolate for 10 days, even if the symptoms are not so severe that you would normally keep the student at home. The household should remain at home in isolation for 14 days. This includes any siblings who come to this school or another school. Please inform us immediately.
- If anyone in your household develops symptoms, the household must isolate. This means that the student must stay at home and not attend school for 14 days.
- Anyone who has symptoms should book a test as soon as possible:
 - o Tests for the general public can be booked online at www.nhs.uk/ask-for-a-coronavirus-test (or by calling 119)
 - o Tests for essential workers are prioritised and can be booked at: <https://www.gov.uk/apply-coronavirus-testessential-workers>.
 - o For help with testing: <https://www.nhs.uk/contact-us/get-help-with-asking-for-a-coronavirus-test/>
- If a student has symptoms and books a test, please inform the school immediately you receive the result – whether it is positive or negative. This will enable us to make an informed decision, with the Public Health Team, about next steps.

If we receive instructions from the Public Health Team to alter any of our procedures, we will inform parents straight away. This may be because of confirmed coronavirus cases in the school or because there is a local rise in cases.

Remote learning provision

One important feature of our contingency planning is to ensure that learning can continue if we do have to alter our arrangements. Year 7 and 12 students will be issued their logins to Microsoft 365, our online platform, this week if they haven't already. This will enable them to access learning if we have to fully or partially close. Students in other year groups already have their logins from previous years – they should speak to their tutor if they do not have it or they are new to the school.

Teachers will be using Microsoft 365 to post homework assignments and some resources for students as the term progresses. Specific departments will also signpost students to other online learning tools such as Seneca Learning, Doodle and Memrise. However, while the school is in normal operation and teachers are engaged in face to face teaching, we cannot provide task-specific work and resources for students who are not in school.


Times of the school day

The school day is now staggered to reduce congestion on public transport and when students move around the building. This is a reminder of when school starts and finishes for different year groups:

Year groups	8:35-8:50	8:50-9:50	9:50 – 10:15	10:15 – 10:50	10:50 – 11:15	11:15 – 12:15	12:15 – 1:10	1:10 – 2:05	2:05 – 3:05	3:05 – 3:30
7-9	Registration /assembly	Period 1	Break	Period 2		Period 3	Lunch	Period 4	Period 5	Year 7 registration only until 3:10 – students should leave site immediately unless they have an organised activity
10-13	No registration – students should not arrive before 8:45	Period 1	Period 2		Break	Period 3	Period 4	Lunch	Period 5	Registration /assembly

School uniform – please also see the attached letter from Mr Altmann clarifying uniform arrangements.

Yours faithfully,



Ms Izzy Jones
Acting Headteacher