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Headteacher: Mrs Katherine White BSc (Econ) Hons, MBA

25th February 2021

Dear Parents and Students of both Notre Dame and St Boniface College,

We are delighted to hear that we can begin to welcome students back to school during the week beginning 8th March for live teaching! We miss the students very much and are looking forward to welcoming them all back as soon and as efficiently as possible.

This letter lays out our **draft** plan that will allow us to have all of Years 10 to 13 back on site for teaching from Monday 8th March and Years 7 to 9 phased back in later during that week. We must do this as safely as possible and in a Covid secure manner. All of our staff have been Lateral Flow (LF) testing twice a week and all are virus clear at present. This is an easy test to take (video attached), with a thin cotton swab, rubbed on both tonsils and up one nostril, that is self-administered (you use the swab yourself). We would like all students to agree to take the same test before returning to the classroom, for the widest safety of our whole community - for you and loved ones at home and for our students and staff in school too. Students in England are asked to take this LF test 3 times under supervision in school and will then be given a home test kit thereafter. A consent form will be sent to you via Parent Mail shortly which is completed online and I would be delighted if every single student agrees to regularly take this test, just as every member of staff who will be working with you has agreed to take the test twice per week, for everyone's protection.

To this end, we have permission from the Trust and from the Department for Education to call students in during next week, beginning Monday 1st March, for one hour tutorial appointments, in tutor groups, to take a Lateral Flow Test before returning to school. This will speed up the process of getting back into the classroom from 8th March.

We will call **Years 11 and 13** in one hour slots for the LF test and a tutor meeting on **Monday 1st March**. You will receive a separate email with your specific tutor time slot for that day. Please wear a face mask and maintain social distancing and hand hygiene. If you get a lift for your appointment, your transport should wait off site for you to be ready to come home. If you catch a bus you must wear a mask and maintain social distancing on public transport. We will tell you your test result verbally in your tutor group after about 30 minutes and you must leave the site once you know your result. If you should have a positive Covid result, we will call your family as well as informing you in confidence, and you will need to self-isolate for 10 days.

Our LF Testing plan is to do this same process for each year group for ONE-hour maximum on site, in tutor group cohorts each day as follows:

Years 11 and 13 on Monday 1st March

Years 10 and 12 on Tuesday 2nd March

Year 9 on Wednesday 3rd March

Year 8 on Thursday 4th March AND Year 11 second LF test plus 6th form interview (at ND)

Year 7 on Friday 5th March AND Year 11 second LF test plus 6th form interview (at SBC)

On each of these days all lessons for the specific Year group being tested and tutored will NOT be live lessons - work will be set in advance on Google Classroom that can be done at any time that day.

We hope to get through the bulk of our students for at least their first test next week to enable live teaching in school from 8th March. If you cannot make your specific tutor time slot, we may be able to arrange an alternative on that day but we must keep year groups apart. No student who has had the virus in the last 90 days should take the test, as it will probably still give a positive result. Students do not need to wear uniform to attend these sessions.

Years 10 to 13 will then return to school for all lessons on Monday 8th March following their normal timetable in school.

Years 10 and 11 will take their 2nd/3rd LF test during PE lessons and Years 12 and 13 will take their 2nd/3rd test in a free lesson.

Year 9 will come back to lessons in school from Tuesday 9th March and Years 7 & 8 from Wednesday 10th March, but this will be confirmed when we see how many students from each year group have already taken their first LF test. We may need to delay this by a day or two if we have to do more testing first.

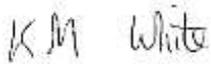
Any student returning to school who has not yet taken their first LF test from 8th March will need to do that before attending any lessons that day, so the early morning slots in the week beginning 8th March will be for first time LF tests.

Virus prevention

From now until Easter all students in secondary schools in England are required to wear masks at all times when in school - this now includes in lessons as well as on corridors and in communal spaces. The only exception is while eating food or drinking at break or lunch time. The Government is very keen to impress on all of us that we must still maintain social distances, wear masks, practice hand hygiene and keep each other safe, even if we (or our vulnerable loved ones) have been vaccinated or have had the virus. Years 12 and 13 will be kept separate during these weeks with separate social/study areas and face masks will be compulsory at all times for these year groups too - both in lessons and in free time. School may be a bit cold, as we must maintain good ventilation. We will continue to allow PE kit on PE days and to have full uniform on non-PE days so that students do not have to use crowded changing rooms.

So please do everything you can to visit school for your one-hour slot next week, so that we can keep each other safe and get back to school as soon as possible - we are very much looking forward to welcoming you back! You will receive a separate email with your appointment slot at least 48 hours in advance.

With kind regards



Mrs Kate White
Headteacher