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

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5<sup>th</sup> March 2021

Dear Parents and Carers,



We are so looking forward to welcoming students back to school next week, with Years 10 to 13 in from Monday, Year 9s from Tuesday and Years 7 and 8 from Wednesday.

1. **Lateral Flow Testing.** Thank you to students and families for making a great effort to come in to school this week for an LF test. The lateral flow testing this week has gone extremely well and over 90% of students in each year group have taken their first test. Most of Year 11 have had a second test today or yesterday as they have had Sixth form interviews with Mrs Slade. Once a student has had 3 lateral flow tests in school, they will be given a home testing kit so they can continue to test at home. The staff have had these for a week now and they are just as straightforward and easy to do. We have a very complex plan for when each year group in each school will be asked to take their 2nd and 3rd tests. These are mainly during PE lessons in the next week or so. We will call them a class at a time. We have been asked to keep the centre for testing open in school for the time being to pick up anyone who is unable to test at home for any reason.

2. **Examination year groups.** Now that we know that teachers will assess and submit grades for GCSE and A-Level students in mid-June and we have been advised what to assess and how we will be moderated and checked, we have been able to plan a series of assessments for those cohorts between now and 28th May. For Year 11 Core subjects (Maths, English, Science and RS), all students will be sent a letter about the assessment plans in each subject by next week. We will also send out a general overview document summarising **all** subject assessment plans next week. We will be able to offer several opportunities for students to evidence their best work in the coming weeks and we are allowed to take account of work that has been done earlier in the year too, so there is every reason for Year 11 and Year 13 students to attend every session, to work hard and to build a strong portfolio of moderated evidence to contribute to their final grade. We will run exams for Year 11 in March in both schools, one paper per subject, as part of our evidence gathering.

3. **School Uniform.** We have been advised that the Uniform shops are having stock problems with some items, although they are running a Click and Collect service. Please do your best, but we will not penalise students who cannot get certain items in the next 4 weeks. If this applies to you, please email your Head of Year or Head of House to explain the item that you cannot get while shops are not yet open. Students must wear correct PE kit on PE days (and may add a plain Black warm top if cold). Students should wear full school uniform on other days, with a reminder that coats are not to be worn inside unless the class teacher gives permission if it is very cold. Government guidance requires us to keep windows and doors open for ventilation, so invest in warm underwear!

4. **Timetables.** We will issue a fresh timetable to all students as there have been several teacher and room changes. The library at Notre Dame had a flood at Christmas and is not yet dried out so that has caused a lot of knock on changes. Year 13 have been relocated to G13 as their study and tutor base. Year 12 will remain in the Sixth Form Study room. It is important to keep these year groups separate to reduce the risk of spreading the virus and having to send the whole Sixth form home to isolate if we get a virus case.

5. **Structure of the school day.** We are returning to the separation of Year groups in Bubbles which means lessons and break times and lunchtimes are staggered on each site. We have made some adjustments to which year group has the split lesson, with break in the middle.

**Timetable for Notre Dame:**

**Allocated indoor and outdoor zones of the site assigned to each year group for socialising and eating:**

	Tutor	P1	P2 & Break			P3	P4 & Lunch			P5
	8.50-9.15	9.15-10.15	10.15-10.45	10.45-11.15	11.15-11.45	11.45-12.45	12.45-1.15	1.15-1.45	1.45-2.15	2.15-3.15
Year 7	8.50-9.15			Sunflower				Sunflower		
Year 8	8.50-9.15		Sunflower				Sunflower			
Year 9	8.50-9.15				Sunflower				Sunflower	
Year 10	8.50-9.15		Sr J				Sr J			
Year 11	9.00-9.15				Sr J				Sr J	
Year 12 & 13	9.00-9.15				Culture Café				Culture Café	

- Year 7 - Sunflower Café for food and the enclosed tennis courts for outdoor recreation.
- Year 8 – Sunflower Café for food and the grass and covered table tennis area behind Stang and below Science for outdoor recreation.
- Year 9 – Sunflower Café for food and the basketball court and grass area by the pond for outdoor recreation.
- Year 10 – Sister J’s for food and the Main Hall (only when not in use for PE) and the courtyard and grass area in front of the Sports Hall for outdoor recreation.
- Year 11 – Sister J’s for food, Technology break out space and IT suites for indoor and the field for outdoor recreation.
- Years 12 and 13 – Culture Café for food, Sixth form study room for indoor, Sixth form garden for outdoor recreation.

## Timetable for St Boniface's College:

St Boniface Monday, Tuesday, **Wednesday**, Thursday and Friday

	Tutor	P1	P2 and B Break 90			P3	P4 and L Lunch 90			P5	
Time	8.50 - 9.15	9.15 - 10.15	10.15 - 10.45	10.45 - 11.15	11.15 - 11.45	11.45 - 12.45	12.45 - 1.15	1.15 - 1.45	1.45 - 2.15	Y7 = 2.15 - 3.10 Y8 = 2.15 - 3.15 Y9/10 = 2.15 - 3.20 Y11 = 2.15 - 3.15 plus tutor 3.15 - 3.30	
Year 7	Tutor	60 mins	30	B30	30	60 mins	30	L30	30	55 mins	10 early
Year 7	Tutor	60 mins	60 mins		B30	60 mins	60 mins		L30	55 mins	10 early
Year 8	Tutor	60 mins	B30	60 mins		60 mins	L30	60 mins		60 mins	5 early
Year 9	Tutor	60 mins	60 mins		B30	60 mins	60 mins		L30	65 mins	
Year 9	Tutor	60 mins	30	B30	30	60 mins	30	L30	30	65 mins	
Year 10	Tutor	60 mins	B30	60 mins		60 mins	L30	60 mins		65 mins	
Year 11		60 mins	60 mins		B30	60 mins	60 mins		L30	60 mins + Tutor 15	

This is a lot of information to pass on to you all, but we want to make sure that we manage the return of students effectively.

We also want to reiterate that we are strictly maintaining the rules in relation to wearing face masks, hand hygiene and social distancing for all staff and students. The Government has also advised that students should now wear masks in class, as well as in the corridors, unless they have agreed permission with a Pastoral Leader and wear a yellow sunflower lanyard due to medical exemption.

### How to avoid catching or spreading the virus:

#### Do

- Stay at least 2 metres (3 steps) away from anyone not in your bubble.
- Wash hands with soap and water often – do this for at least 20 seconds.
- Always wash your hands when you get home or into school.
- Use hand sanitiser gel if soap and water are not available.
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze.
- Put used tissues in the bin immediately and wash your hands afterwards.

#### Don't

- Touch your eyes, nose or mouth if your hands are not clean.

Thank you for your continued support.

Yours sincerely,

*K M White*

Mrs Kate White  
Headteacher