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Waunfawr
Aberystwyth
Ceredigion
SY23 3AW

August 20th 2020

Dear Parents/Guardians,

We are very much looking forward to welcoming your child to Penglais in September. I would like to take this opportunity to explain some of the preparations we have made in order to be ready for the start of term. Information was shared in a letter dated 15th July 2020 and sent to you by the primary schools before the end of the summer term.

Each school year across Ceredigion will return to school in the following order:

Date	Year groups returning
1 st and 2 nd September	Planning days – no students
Thursday 3 rd September	Years 7 and 12 only*
Friday 4 th September	Years 7 and 13 only*
Monday 7 th September	Years 7, 11, 12 and 13
Tuesday 8 th September	Years 7, 10, 11, 12 and 13
Wednesday 9 th September	Years 7, 9, 10, 11, 12 and 13
Thursday 10 th September	Years 7, 8, 9, 10, 11, 12 and 13
Friday 11 th September	Years 7, 8, 9, 10, 11, 12 and 13

**Please note that students in Year 12 and 13 will be invited in for a morning or afternoon session only on these days. They 6th form team will inform them of which session next week.*

As a school we have been diligent in ensuring everyone's safety as we return to school and want to ensure we have as many control measures in place as possible. This includes:

- ensuring good hygiene, with plenty of hand washing opportunities during the day and supplies of sanitiser in places where hand washing is not possible
- plenty of fresh air in classrooms and therefore the windows and doors will be kept open to ensure this
- continuing to take every child's temperature at the start of the day, and any child with a temperature of 37.8 degrees or higher will be sent home
- cleaning will take place during the day as well as after school hours
- students in defined contact groups for the school day of no more than 30 in KS3 and contact groups of whole year groups for KS4 and 5
- managing the movement of student around the school site and between classrooms
- students will sit facing the front of the class as opposed to facing each other
- the Test and Trace method will be implemented in the school in the event of a case of Covid-19

Arrangements for Year 7 on the first morning – Thursday 3rd September 2020

Pennaeth / Headteacher:- Ms Mair Hughes

On the first morning, Thursday the 3rd September, when your child arrives on site they will be directed to the Sports Hall to meet their tutor. They should not arrive before 8.25am, but by 8.40am. Parents will not be able to enter the school building. If you have any concerns, please email the school beforehand so that we can address these.

Please ensure that your child is in full school uniform and has brought the following with them:

- Their school bag and pencil case
- Their lunch and enough water to keep them hydrated for the day.
- A completed Admission Form and Home School Agreement (if you have not sent these in already). These were included in the Transition Pack that you received – let us know if you need another copy.

At the end of the day, those who are not travelling on school transport will make their own way home – or if you intend meeting them then you can do this outside the school gates.

Transport

If your child usually travels to school by bus or taxi, those arrangements will continue in terms of collection time and location. Ceredigion Council expects students to wear a face covering on school transport. You do not necessarily need to buy a mask, and a face covering can be made for next to nothing by following the instructions below:

<https://gov.wales/how-make-3-layer-face-covering>

It will be the duty of parents/guardians to provide a face covering for their child. Social distancing is not a requirement on school transport, therefore the Council is of the view that wearing a face covering on school transport is one step that should be taken as a means of reducing risk.

Food

The kitchen/canteen will reopen on Monday 14th September. In the meantime, students will need to bring a packed lunch with an icepack to keep the food cold. Students who usually claim Free School Meals will continue to receive the payment or supermarket voucher until Friday 11th September. All students will need to ensure a sufficient supply of water throughout the day as the fountains will not be available for use. From 14th September, a reduced service will be offered – the type of offer will be confirmed in September.

Provision and Equipment

There will be a need to ensure that personal equipment e.g. pencils, rulers etc. are not shared during the day. Please ensure that your child has the appropriate equipment ready for September. We will be providing every student with a mini white-board and pen for their use in all the classes.

We will ensure that you child has a broad curriculum offer within the confines of the current situation. However, some aspects of practical subjects may be difficult to offer during the early period of school re-opening.

School Uniform

Normal school uniform will be expected by all students. **This includes the school PE kit which they will need to wear on the day of their PE lessons.** See link to the school uniform expectations

<http://penglais.org.uk/index.php/information/school-uniform.html>. If there are any problems in terms of school uniform, contact us on admin@penglais.org.uk.

Start and finish time

Students are asked not to arrive on site before 8.25am if dropped off by parent or walking to school. If walking up Cefn Llan, students should use the pedestrian gate by the 6th form centre. Students must go straight to their form tutor classroom when they arrive in school and should not congregate with other students. All students will be given a designated door to enter the building and should only enter the building through this door.

We will continue to keep the situation under review, and the above arrangements will be changed in accordance with circumstances.

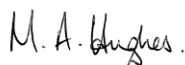
Despite the number of safeguarding measures that will be implemented to ensure the wellbeing of all, we will be committed to ensuring that your child's learning experience is meaningful, enjoyable and within a safe environment.

We are planning carefully to ensure that the experience of returning to school is a positive one for your child. Children will be expected to return to school in the Autumn term and usual attendance procedures will be applied. If you have any concerns or would like to contact us with further questions you are more than welcome to do so by email on admin@penglais.org.uk.

We will be creating another video to share with students explaining what to expect and this will be shared before 1st September. We will also be doing another webinar to share the details and explanations for our actions on Tuesday 1st September at 6pm. To join, please click on the link below.

A sincere thank you to you as parents/carers for your continued support, we really appreciate it.

Yours sincerely,



Ms M Hughes
Pennaeth / Headteacher

Link to webinar:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTM4MTJmNDAtNDc0Ni00YjZiLWEyN2YtMGE0ZmJhMmWY3OGI5%40thread.v2/0?content=%7b%22id%22%3a%224f3f0e52-b734-4164-9409-1b601d147993%22%2c%22oid%22%3a%22c25aa25cddf5-4761-a64f-e5dece5b316b%22%2c%22isBroadcastMeeting%22%3a%22true%7d