



March 1st 2020

Dear Parent/ Carer and Eastbrook Students

Re: Arrangements for reopening during W/B March 8th

Firstly, I hope this finds you all healthy and well. I sincerely hope that this is the last time I have to send a letter to our school community about reopening our school. The past 12 months have proved incredibly challenging for everyone and I want to thank all students, parents and staff for their effort, perseverance and determination. I am sure they will pay dividends for us as we begin to return to a sense of normality.

This letter is to clarify the details that parents and students need to know about the return to school. Much of it will be reiterating the arrangements we put in place in September which proved to be very successful. However, there are updates and new information so please ensure you are familiar with everything. You may also find the 'Covid 19 information' section of our website useful. Please follow the link. <https://www.eastbrookschool.org/secondary/school-info/covid-19-information/>

Return dates and Times

All Students will return to school on 8th March. Timings are laid out below as a reminder.

| Year Group | Start Time | Student Dismissal |
|------------|------------|-----------------------|
| Year 7 | 8.30 | 3.15 |
| Year 8 | 8.45 | 3.30 |
| Year 9 | 8.45 | 3.35 |
| Year 10 | 9.00 | 3.45 |
| Year 11 | 9.00 | 4.30 (3.45 on Friday) |

Student Lateral Flow Tests (LFTs)

You will receive a separate letter regarding the details of our arrangements to conduct LFTs before students return to school and during the first two weeks. After this, students will be expected to conduct LFTs at home under the supervision of their parents. This is an additional measure to keep our community safe, and our students in school, and for those reasons I hope and expect that all students will take part. Please be assured that the test is very straightforward and nothing to be concerned about – it involves a brief swab in the nostrils. A number of students have been regularly tested recently while attending our onsite provision and there have been no issues. Note that students who have tested positive for Covid within the last 90 days do not need to be tested. **Please ensure that if you haven't already done so, you complete the consent form via this link.**

<https://www.surveymonkey.co.uk/r/JTXJWYH>

Face Coverings

Students will now be required to wear face coverings while in the classroom. We suggest that students bring more than one face covering to school so that they are able to change their mask during the day. This measure will hopefully only be in place until the Easter holiday. A small number of students are exempt from wearing a face covering and the guidance around exemptions still applies. Follow the link for further information.

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own#exemptions>

Risk Assessment

Our Risk Assessment is continually reviewed and updated to ensure that we are taking all reasonable steps to minimise risk and keep our community safe. You will find this on our website.

Organisation of students

Students will once again be kept in Year group 'bubbles' throughout the day, meaning that they will not mix with other year groups. They will be allocated a specific area of the school where most of their lessons will take place, and move as a year group when they need to do specialist lessons, for example Design and Technology or Physical Education. Students should now be familiar with their 'learning area' and the arrangements for their specialist days.

Curriculum

The success of our online 'Live Teaching' has meant that gaps in learning have been minimised, but be assured that we will quickly and carefully review the progress of the students after their return and make any necessary adaptations so that gaps in learning are filled.

Attendance to school

All students are expected to return to school on their start date and every day subsequently – good attendance to school is more important than ever after so much lost time. Please note that procedures as outlined in our attendance policy will be implemented if that is not the case.

However, if your child displays Covid symptoms they should not attend school and you should arrange for them to be tested ASAP. The school must be updated on the outcome of any test ASAP. The webpage below provides guidance on positive tests.

<https://www.eastbrookschoo.org/secondary/school-info/covid-19-information/>

Punctuality to school

It is essential that students are punctual to school but we also ask that they aim to arrive no earlier than 15 minutes before their scheduled start time. This will prevent them coming into contact with students from other year groups.

Uniform

Note that all students must be in full school uniform at all times. Please see our uniform list for details. Please ensure that you check your child's uniform before Monday 8th so that they have everything in place ready to return.

Social Distancing

Students must maintain a two metre distance from all staff and students from other bubbles. Distancing is still advised where possible within bubbles but is not considered essential.

Equipment

Although they will be provided with the basics, students may bring in additional equipment they might need but it must be for personal use and not shared with others. It is essential that all students come to school with an appropriate school bag each day.

Travelling to and from school

Students are strongly encouraged to walk or cycle to school and we would advise that public transport should only be used as a last resort. If parents drive their children to school, please note

that they must be dropped off outside the premises – **parents must not drive into the school car park.**

Only our Year 7 students will be allowed to use the two bus stops immediately outside the school. All other students must leave the area in front of the school immediately when they are dismissed from school. There must be no ‘hanging around’ by the school gates as this will bring students into contact with those from other year groups. For the same reasons, students must not use the shops or fast food outlets in Dagenham Road after school. Sanctions will remain in place for students who do not comply with this.

Lunchtimes

There will only be one lunch sitting each day for each year group. Students are welcome to bring a packed lunch or additional food to eat at break time but it must be in line with our position regarding snacks which is that sweets, crisps, sugary drinks, etc. are not allowed on the school site. If found they will be taken from the student and disposed of.

Parental Contact

Parents should avoid coming onto the school site without prior invitation from the school. If there is something you need to discuss, please ring in the first instance and if the matter cannot be resolved by phone other arrangements will be put in place.

I realise that much of the information above is similar to that which I shared with you all in September. However, I am sure you agree that these arrangements are extremely important for the safe return of the school community and worth restating. I hope you have found it useful and my thanks to you all for your ongoing support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J. Frith', written in a cursive style.

Mr Frith

Headteacher – Secondary