



Northgate High School

Inspiring excellence, fulfilling potential

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Heads of School: Mrs Z Galley and Dr D Hone

Dear Parent/Carer,

As we're sure you're aware it is the government's plan that all students, in all Year groups, will return to school/ college full-time from the beginning of the autumn term. Returning to structured education is vital for children's well-being and progress and we are both delighted that all students are to return full-time. Please read the information below carefully which informs you of the changes that will be in place in September to ensure a safe return to school.

HOW SCHOOL AND LEARNING WILL BE ORGANISED

- Students will be in Year group 'bubbles'. Buses will also be organised in Year group 'bubbles'. The DfE has said it is of 'minimal risk' for schools to share buses so pupils will be on their usual bus, but sat in Year groups. Northgate and Neatherd children will have separate areas of the bus. Please note that the buses - and their conditions for travel - are organised by Norfolk County Council, not the school or the college. Those who use public transport should wear masks. These are not currently mandatory on school buses, however **Transport rules may change and are beyond our control**. We will ensure that all changes are communicated to you as soon as we are told them, however.
- Students will have different teaching groups within the Year group bubbles. These groupings may change within the school day but they will not mix with anyone outside their Year group 'bubble' in curriculum time. Year groups will also be zoned within the school at break and lunch.
- Normal Autumn term uniform should be worn from September. Please ensure our uniform policy is followed and no trainers/jeans/hoodies are worn as these will have to be confiscated as per school policy.
- The full curriculum will be followed as usual within school/college. This ensures every student has their full entitlement to learning by subject specialists. Some practical lessons (music/PE/Resistant materials etc) will be modified according to government guidelines. More information will be shared on this separately.

Lunch will be 30 minutes instead of 55. **Pupils will be asked to bring a packed lunch**. Those entitled to Free School Meals will have their packed lunch provided for them. Our hope to fully re-open the canteen after October half term, but this will need to be reviewed closer to the time.



- At Northgate, curriculum time is between 15 and 30 minutes more than the usual 'pre-Covid' timetable, depending on which Year group your child is in and whether they get a bus (please see staggered end time). Tutor time (known as PART) will be temporarily suspended. The time gained from the shorter lunch break and the reduction of PART will be used as 'catch up' time for pupils to work on their individual area of need. This will be identified within the first 4 weeks as teachers ascertain any gaps in learning. Every student in Years 10, 11, 12 and 13 will have a study folder with subject specific knowledge organisers, curriculum maps and study skills to support their area of need. Please encourage your son/daughter to share this with you. Years 7-9 will focus on their KED Coaching programme in addition to 'catch up'. More details will follow.
- Student arrival times will **not** be staggered on the Northgate site as this is not possible due to the buses and pupils arrive over the course of 45 minutes or so anyway. Pupils should go straight to their Year group 'zone' on arrival at school until lessons begin at 8.50 am. However, student departure at the end of the day **will be staggered**.
- Year 11 will remain until 3.30pm, as will all those who get the bus (still in Year group 'bubbles'). However, for those who walk or get picked up Year 7 will leave at 3.15pm; Years 8 and 9 at 3.20pm and Year 10 at 3.25pm. Curriculum time is not diminished due to the shorter lunch and it is hoped the staggered end will minimise mixing of the Year groups.
- The temporary timetable will be implemented for as long as necessary with an **expected minimum of half a term**.
- After school clubs and trips (with the exception of those vital to the GCSE/A level course) will not run for at least a term.
- **The week beginning the 7th September will see a gradual return to school to enable a safe welcome for students. Year 7 will be welcomed to the Northgate site and Year 12 to the College site from Monday 7th September. Years 10, 11 and 13 will join them on the 8th, followed by Years 8 and 9 from Wednesday 9th September.**

BEHAVIOUR AND PASTORAL SUPPORT

- Heads of Year 7-13 will retain responsibility for the welfare, attendance and progress of each student. In addition, Mrs Culley (SLO) will be available to signpost other support needed and Mrs Beasley (SENDSCO) will be closely monitoring those with additional needs.
- Students will remain with their usual form tutor and, although PART lesson is suspended for the first half term, their form tutor will be available via email to answer any questions and give support.
- Our behaviour policy and Home/School agreement has been updated to include expectations about keeping each other safe. It is vital this is adhered to and that parents support this in order to keep everyone safe. Our experience of the 'face-to-face' sessions and Key worker/vulnerable children has been extremely positive: pupils have respected the rules and each other. We fully expect this to continue in September, albeit with more pupils on each site. **Please be aware there will be a 'zero tolerance' approach to any student who endangers the safety of others by failing to follow the Home/School agreement and Attitudes to Learning policy.**



- The importance of positive expectations of behaviour will be discussed with students (and shared with parents) on their return to school. For example, pupils will be expected to follow a **one way system** when moving around the school to prevent the mixing of bubbles.

PREVENTION AND HYGIENE

- The Year group bubbles will minimise contact across the school. Between lessons all desks will be sprayed with anti-bacterial liquid and wiped down. As per government guidelines, the teacher will social distance and will not be closer than 1 metre to anyone in the class. Pupils will need to be equipped with pens, calculators etc **as these will not be loaned** due to cross contamination risks.
- **Pupils should carry a small container of hand sanitiser with them at all times, to be used at the start of each new lesson.** These can be bought cheaply from supermarkets but anyone experiencing financial difficulty should contact the school for assistance. In addition, hand sanitiser stations will be in each Year group 'zone' of the school and will be available at social times.
- Toilets will be regularly monitored, cleaned and restocked with soap.
- PPE is not currently recommended in classrooms and we are following DfE guidance regarding the use of PPE by students and staff. As is the case for the 'face-to-face' sessions, pupils may wear face masks to and from school/college if they wish to do so but they should not be worn in class.

CONTINGENCY PLANNING FOR ANY COVID-19 OUTBREAKS

- Please be assured we will have remote learning ready should we have to have a local lockdown or need to close an area or all of the school/college due to guidance from Public Health England.
- We will have the NHS Test and Trace process in place and follow the Unity Education Trust policy should there be a confirmed case in the community on the Northgate, Dereham Sixth Form College or DESA site.

PARENTS' EVENING, VISITORS AND EVENTS

- We will regularly review the school calendar to ensure we only hold in-school events when it is safe to do so. At the current time we are not expecting to hold 'face-to-face' Parents' evenings or meetings in their usual format for at least a term. We will, however, conduct virtual or bookable socially distanced events and inform you of these as they arise.
- As has been the case throughout, parental visits to the school will be restricted and where possible email, phone or Teams meetings will be the preferred method of communication.

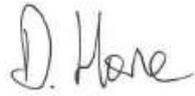
You may well have many questions: please email them to the office. Someone will respond to you by either phone or email as soon as possible. Should many of the questions be the same, we will then create a frequently asked questions information sheet which we will share before the end of term.



Kind regards



Mrs Galley



Dr Hone

Heads of Northgate High School, Dereham Sixth Form College and DESA

