

17th July 2020

Dear Students and Parents,

As you are aware, on the 2nd July, the Government announced that schools in England will re-open fully for all students from September. This letter outlines our plan for all year groups to return, the process for induction and also the structure of the school day. There is a lot of information within this letter, however please be assured that all students will receive a detailed induction prior to commencement of lessons. In addition, over the course of the summer break, our detailed risk assessment will be shared with you, as well as further guidance issued to students from Heads of Year.

In terms of our plan, I think it is important to point out that, given the size of our student population and limitations with regard to the school buildings, this has not been a straightforward task. Factors we had to consider include:

- Staggering lessons, breaks and lunchtimes would not be possible without having to limit the curriculum offer to students. Therefore, we did not consider this a viable option as it would not provide a broad and balanced curriculum.
- Ensuring year group 'bubbles' do not mix throughout the day was a particular challenge given that we are a school that also has a Sixth Form of over 500 students with different weekly learning hours to lower school. Whilst this has presented an additional complexity, our plan ensures this mixing does not happen.
- Government guidance makes it clear that no large gatherings are to take place including assemblies and, for us, this will also include the normal lunch break, as we are unable to have our normal lunchtime and ensure social distancing between year groups. Consequently, we have moved to a **closed gate policy** for the two breaks during the school day, with students remaining onsite and within their year group bubbles, for these times.

Despite these challenges, we were determined to produce a plan that allowed students, in all year groups, access to a full curriculum with specialist teachers in each subject area. To achieve this, we have adapted the timings of the school day to follow a continental style arrangement.

The following is a summary of our plan for the first half of the Autumn Term.

It is important to say that we see this revised structure to the school day as a temporary measure. As soon as we can return to our normal school day, we will.

For students in Year 9, Year 10 and Year 11

Tutorial	Period 1	Period 2	Break	Period 3	Period 4	Break	Period 5
8.40am - Yr.9	9.10am	10.00am	10.50am – 11.10am (20 mins)	11.10am	12.00noon	12.50pm – 1.10pm (20 mins)	1.10pm – 2.00pm
8.50am - Yr.10							
9.00am – Yr.11							
<i>These times may rotate.</i>							

A staggered start for tutorial sessions, with year groups using allocated gates, will avoid year group bubbles mixing. In practice, this will mean that initially Year 9 will have 30 minute tutorials, Year 10 will have 20 minutes and Year 11 will have 10 minutes. These timings may rotate as we move through the term.

For students in the Sixth Form

Sixth Form students arrive onsite for the start of their lessons. Year 12 and Year 13 students will have two designated tutorials a week at the end of the day for 20 minutes. These will take place on Wednesday and Thursday from 2.00pm – 2.20pm. This will avoid Sixth Form students arriving at the same time in the morning as lower school students. Sixth Form students will still have access to study areas throughout the day, if they would like to work between their lessons. This will be the Sixth Form Study Area for Year 12 students and the Library for Year 13 students.

For all students, utilising revised lesson timings will allow all year groups to follow their normal timetable. We appreciate this is a focussed school day, however we feel that with a structure of two breaks and an earlier finish, this can be balanced and will work well.

As always, learning in school will be enhanced by supported independent study and homework tasks, which we hope, with a revised finish time, students can complete earlier in the day so that they will have rest or pursue interest-led activities. We feel this is important for student mental and physical health, particularly during the initial transition phase from remote to classroom based learning. Please also be assured we have enough time in the school day to revisit prior learning and teach new content.

Additional teaching

Additional teaching will take place beyond the formal timetable:

Tuesday Period 5 (normally when students leave school early for staff training) - this will now be an additional taught session for **all Year 11 students** in the core subjects of English, Maths and Science to consolidate learning that has taken place during lockdown.

Wednesday and Thursday (2.10pm – 3.00 pm) will be additional sessions for Year 11 students who would benefit from further support in the option subjects. These sessions will also be used for additional support

sessions for Year 13 students. Again, with the intention of consolidating learning that has taken place during lockdown.

Year Group Bubbles and Blocks

The table below highlights our arrangement for Year Group Bubbles showing which year group will be located in which block. Students will change classrooms within their designated block, but will not move into different year group bubbles. This approach will limit movement throughout the site generally but also maintain the integrity of the year group bubbles. Each block includes specific areas students can use during break time and where food will be available. We will also be operating a year group gate system for safe arrival and exit from the site. Students should not worry about all these arrangements because they will receive detailed guidance about them during their Induction Sessions in September.

Year Groups and Blocks

Year Group	Teaching/Tutorial Block	Break Time Areas	Gates to be used
Year 9	A Block All lessons/tutorials for Year 9 students will take place in A Block	Break areas – A Block Hall (food available), and half of quad.	Year 9 students enter and exit school via Gate 2
Year 10	C Block All lessons/tutorials for Year 10 students will take place in C Block	Break areas – Sports Hall (food available), quarter of quad, and the multi sports pitch.	Year 10 students enter and exit school via Gate 1
Year 11	B Block All lessons/tutorials for Year 11 students will take place in B Block	Break areas – B Block Hall (food available), and designated area of car park (this will clearly be separated from the parking area).	Year 11 students enter and exit school via Gate 3
Year 12 Year 12 students will be using a number of different Blocks within the school for lessons and tutorials. There will be clearly defined routes for students to get to these Blocks avoiding contact with other year groups.	H Block I Block G Block F Block E Block	Break areas – Sixth Form study area/café/ICT suite, quarter of quad behind S Block and 3G pitch behind A Block gym.	H - Enter via Gate 2 I - Enter via Gate 2 G - Enter via Gate 3 F - Enter via Gate 1 E - Enter via Gate 1

Year 12 (continued)	S Block		S - Enter via Gate 1
Year 13	D Block All lessons/tutorials for Year 13 students will take place in D Block	Library to be used as Year 13 Study/Café area.	Enter and exit school via Gate 1

Movement of Sixth Form students both arriving and leaving site and between lessons during the school day will be managed using designated and segregated routes, to avoid lower school year group bubbles.

Additional catering points will be located in each block, designated to each year group bubble (lower school and Sixth Form). Morning break will include wrapped hot sandwiches (meat and vegetarian options) with bottled water. The afternoon break will include a bagged cold lunch offer with a sandwich or pasta pot (meat and vegetarian options), fruit/jelly/cake or cookie and bottled water. The charge for this is £2.25. Students eligible for free school meals will be provided with a meal, collected from the same service point, within the year group bubble. Students can also bring snacks or a packed lunch for these times.

For students in each year group bubble, social mixing can take place and therefore the 2-metre guidance does not apply. However, social distancing must be maintained between year group bubbles. The guidance is also clear that students and staff should, as far as possible, maintain 2 metre distancing.

Start of Term

We appreciate that for students re-starting school this will be a very different experience and one that will require some adjustment. Students will need pastoral and emotional support to adjust to what is the new norm, and this will be available to them. New arrangements will need to be explained to all students and this will require time with tutors. In addition, for those in Year 9 and Year 12, it is vitally important that the Induction Days that were planned for the summer term are factored into our plan, and this must take place before formal lessons are underway.

For this reason, we have prioritised and carefully structured induction for each year group at the start of the term, as follows -

Tuesday 1 st and Wednesday 2 nd September	Staff Training Days
Thursday 3 rd September	Year 12 Induction only (only Year 12 students in school)
Friday 4 th September	Year 9 Induction only (only Year 9 Students in school)
Monday 7 th September	Year 10 Induction 8.45am – 10.45am Year 11 Induction 11.15am – 1.15pm Year 13 Induction 1.45pm – 3.30pm
Tuesday 8 th September	Lessons begin for all year groups

Heads of Year will send more detail to students in each year group regarding induction arrangements in the final week of the summer holiday.

Conclusion

We are reviewing and updating our detailed risk assessment to ensure all plans and associated activities reflect Government guidelines for September and advice from Public Health England. The government is due to conduct a final review for school re-opening on 11th August and I will write to you in the second half of the summer holiday with further details regarding our plans, and how students will arrive and safely use the site when induction sessions begin.

I appreciate there is much to take in and this letter may lead to further questions, however please remember further detailed information will be sent to you over the course of the summer break and also induction sessions will be planned to support students with this.

One important question I must pre-empt however is regarding uniform - we do expect all students in Year 9, 10 and 11 to be in full uniform for the induction sessions and thereafter. I would be grateful for your support with this.

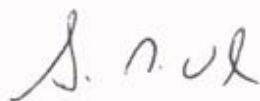
There has been a lot of reports in the media regarding students irreparably falling behind, the idea of a "lost generation" and an education system based upon a reduced curriculum when students return. Our plan has been devised to ensure this does not happen. Students at Whitley Bay High School will be provided with access to their full curriculum, delivered by specialist subject teachers. Additional support sessions have been built into the school day for students in Year 11 and Year 13 in the first instance, but this may be expanded to other year groups as we move through the year.

We are determined to ensure students make up for any lost time and to help them enjoy school life and go on to be successful in their studies.

In closing, I would like to finish by thanking our students for working so hard during this lockdown period. I would also like to thank parents for supporting their children with this work while often balancing this with their own jobs and other commitments within the home.

I wish you all an enjoyable summer and looking forward to seeing all students in the new academic year.

Yours faithfully



STEVE WILSON
Headteacher