



20 October 2020

Dear Parents/Carers

I am writing to you all to inform you that after half term we will move to Phase 3 of our return to a normal school day. I am delighted to say that the vast majority of students have taken Phase 1 & 2 very seriously and have taken care to stay within their year group bubble.

For this reason, we have decided to move to Phase 3, which means a school day that is closer in timings to our normal school day, while still remaining in our year group bubbles.

The timings of the new school day will be as follows:

08:50 – 10:05 Period 1 – Start of School Day
10:05 – 10:25 Morning Break – In year group areas
10:25 – 11:40 Period 2
11:45 – 12:55 Period 3
12:55 – 14:00 Lunchtime – includes a 20 form period – please see below
14:00 – 15:15 Period 4 – End of School Day
15:30 – 16:15 Period 5 – **Years 11 & 13 only**

We have also decided to move the year group bubbles for year 9 to 11. This is to ensure that year 11 students have the specialist rooms they require for GCSE non-examination assessment (formerly known as coursework). We are also planning for these rooms to be available to year 10 when possible by extending our risk assessment process.

To ensure that we are able to keep year group bubbles safely apart during lunchtime there will be a 20 minute form period, either at the start or end of lunch. We are also providing a new covered area near the Pod for students to use to eat their lunch and if the weather is poor.

Details for each year group can be found on the back of this letter. This information will also be given to students in their form period at the end of this week and when they return after half term on **Tuesday 3 November 2020**.

Please may we re-emphasise the importance to regular hand washing and use of hand sanitiser, the use of face coverings when arriving at and leaving school, when moving around the school and when buying lunch, and that students must stay within their form bubbles unless this has been pre-arranged and risk assessed for use of specialist rooms and for peripatetic music lessons.

Yours sincerely

Matt Baker
Headteacher



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Year 7	Year Bubble Rooms	R4, R5 and T1 to T4 (Ground floor and Technology)
	Entrance	Entrance by A Block
	Break Area	The Courtyard
	Lunch Area	The Courtyard/Behind Sixth Form Block - 12:55 - 13:40
	Lunch Provision	Canteen between 12:55 and 13:15
	Time of form period	13:40 – 14:00

Year 8	Year Bubble Rooms	R11 to R19 (First Floor)
	Entrance	Playground entrance
	Break Area	The Playground
	Lunch Area	The Playground - 12:55 - 13:40
	Lunch Provision	Pod/Marquee between 12:55 and 13:15
	Time of form period	13:40 – 14:00

Year 9	Year Bubble Rooms	R21 to R29 (Second Floor)
	Entrance	Playground entrance
	Break Area	Right of Field
	Lunch Area	Back right of field - 12:55 - 13:40
	Lunch Provision	Canteen between 13:15 and 13:35
	Time of form period	13:40 – 14:00

Year 10	Year Bubble Rooms	SC1 to SC8 (Science Block)
	Entrance	Entrance by A Block
	Break Area	Left of Field
	Lunch Area	Back left of field - 13:15 - 14:00
	Lunch Provision	Pod/Marquee between 13:15 and 13:35
	Time of form period	12:55 - 13:15

Year 11	Year Bubble Rooms	A2 to A8 (A Block)
	Entrance	Entrance by A Block
	Break Area	Front left of field
	Lunch Area	Area outside A block/Front left of field - 13:15 - 14:00
	Lunch Provision	Canteen between 13:35 and 13:55
	Time of form period	12:55 - 13:15

Year 12/13	Year Bubble Rooms	S1 to S16 (Sixth Form Blocks)
	Entrance	Reception
	Break Area	The Common Room
	Lunch Area	The Common Room - 13:15 - 14:00
	Lunch Provision	Pod/Marquee between 13:35 and 13:55
	Time of form period	12:55 - 13:15