



28 August 2020

Dear Parent/Carer

I hope you have had a restful summer. We are looking forward to being fully open in September and welcoming all our students back to school.

This letter is to give you further information about how we have organised the school for September and to give you the arrangements for Monday 7 and Tuesday 8 September.

### **Monday 7 September 2020 – Year 7 and 12 only**

Year 7 and Year 12 will be the only two year groups in school on the Monday. The arrangements for the first day have already been circulated by Ms Monelle for Year 12 – please do not hesitate to contact her if you need any further information.

### **Tuesday 8 September 2020 - all year groups in school**

On Tuesday 8 September all year groups must arrive at their specified time and go straight to their tutor rooms. Arrival times and tutor group rooms are listed later in this letter. Tutor time, period 1, 2 and 5 will be in tutor groups. Students will be issued with their timetables in the morning and will attend normal lessons during periods 3 and 4.

We have designed our initial opening with three key strands in mind: Safety, Learning and Logistics. We have used the DfE document “Guidance for full opening: schools” to inform our planning. This document was last updated on 7 August; I have included the link for those of you who would like to read the full details. <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>.

In light of the recent information from the DfE on face coverings, we will expect students to wear one. Full details regarding this are available in the attached document.

Each year group has been allocated a year based Zone and outdoor space in the school; these are regularly referred to as Bubbles in the press and by the DfE. Students are asked to stay in their Zone during Tutor Time, Break and Lunch and must try not to go into other year group zones. Each Zone has its own Pastoral Base or Hub; these will be run by your child’s Head of Year and Assistant Head of Year and they will be supported by other members of staff.

Year groups will have different start and end times for the day. We will review these plans, to refine and improve if necessary. The only information you need to pass on to your child from the table below is their start time and the entrance they must use, to ensure that everything runs smoothly at the start of their first day. Students must not arrive at school earlier than the time stated.

Where possible, classrooms have been rearranged to be facing forwards and teachers will maintain a two-metre social distance from the students. The one-way system across the school has been refined to further support a Covid-safe environment.

### Arrival and End times for the day, Breaks and Lunchtimes for each Year Group

Year Group	Start time	Outdoor Space	End time
<b>Yr7</b>	8.45 arrive at school at 8.40 using the main drive	New 3G	15.00 leave using the main drive
<b>Yr8</b>	9.00 arrive at school at 8.55 using the Eco gate	Cricket Pitch	15.15 leave using the Eco gate
<b>Yr9</b>	8.45 arrive at school at 8.40 using the Eco gate*	Tennis Courts	15.00 leave using the Eco gate*
<b>Yr10</b>	9.00 arrive at school at 8.55 using the main drive	Old 3G	15.15 leave using the main drive
<b>Yr11</b>	8.45 arrive at school at 8.40 using the Caretaker's gate	Areas in front of the Galley and Roundabout	15.00 leave using the main drive
<b>Yr12 &amp; Yr13</b>	8.45 arrive at school at 8.40 using the main drive	Sixth Form Area	15.00 leave using the main drive or Caretaker's gate

\*Four Year 9 groups are based in the Huts by the Sixth Form Area – these students may enter the site using the Caretaker's gate.

### Tutor Group Rooms

Yr12 Tutor Group	Tutor Room
Mr Leal	Sc1
Mrs Parsons	Sc2
Ms Baker	Sc3
Mr Wallace	Sc4

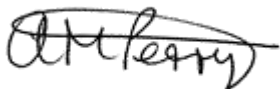
Yr13 Tutor Group	Tutor Room
Mr Campbell	Sc5
Miss Cohen	Sc6
Ms Marshall	Sc7
Mr Johnson	Sc8

Please ensure that your child/children arrive at school with their pencil case, in most cases with their packed lunch and school bag, from their first day.

Please do not hesitate to contact us if you have any questions; I have listed the contact details for some of the key members of staff at the end of this letter.

I look forward to seeing your children safely back at school.

Yours sincerely



A Perry (Ms)  
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### Useful Contacts:

Director of Post-16, Ms Monelle	<a href="mailto:emonelle@plymstockschool.org.uk">emonelle@plymstockschool.org.uk</a>
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Deputy Headteacher (Behaviour), Mr Sprenkel	<a href="mailto:wsprenkel@plymstockschool.org.uk">wsprenkel@plymstockschool.org.uk</a>
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