

25 August 2020

Dear Parents and Carers,

I hope this communication finds you all safe and well. We are very excited about welcoming your sons and daughters back to school. We have been working hard over the summer to ensure the UCC site is safe for everyone so we can quickly re-establish learning routines for our students.

Before the summer break I sent out a video presentation detailing our proposed re-opening plans. These plans came with a caveat that arrangements were subject to change as the guidance for schools seemed to be in a constant state of flux at the time. However, I am pleased to say that our finalised arrangements are almost completely in line with those we planned back in July.

Please can I ask all parents and carers to spend some time with your children and watch [this video presentation](#) which details our arrangements for the re-opening of UCC. It is essential that everyone understands what is expected for our return to school so that we can keep students and staff safe.

We have planned for a range of scenarios that may be required during 2020-21, depending on the local and national situation with COVID-19. 'Scenario 1' is the plan which we are implementing from September 1st 2020 and we anticipate this being in place throughout the autumn term.

It is worth noting that the guidance for schools has mandatory elements for all schools to implement, whilst recognising that other measures might need to be adapted to the individual circumstances of schools. The compulsory measures are below:

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus or who have someone in their household who does, do not attend the setting.
- 2) Clean hands thoroughly more often than usual.
- 3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- 4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.

In addition to implementing these, the main features of our Scenario 1 plan are:

- Maintaining year group bubbles as much as possible
- Delivering the full curriculum to all students

- Managing the movement of students and staff around the site safely
- Adapting our break and lunch time arrangements to avoid mixing students between year groups

We have completed thorough risk assessments to ensure our site is safe and we can deliver our full curriculum to all students. However, we will continue to review our plans and risk assessments throughout the term so that we are able to respond to local or national changes as appropriate.

One development we have recently added to our plan relates to face coverings. We are asking students and staff to wear face coverings when they are indoors and moving around the school site to reduce the risk of transmission between year groups. Please could you ensure your child has a face covering they can use for each day they are in school. Additionally, please could you read through [this guide](#) on how to use face coverings effectively with your son/daughter.

You will see in the presentation that we are implementing a phased re-start in order to establish the new routines and expectations that will keep everyone safe. It is essential everyone understands when each year group is returning for their 'Orientation Day' and that **Monday 7th September is when all students will return to school**. The table below has the details:

Monday 31 st August	Tuesday 1st September	Wednesday 2nd September	Thursday 3rd September	Friday 4th September
Bank holiday – school closed	Year 7 Orientation Day	Year 8 Orientation Day	Year 9 Orientation Day	Year 10 Orientation Day
	Year 11 Orientation Day	Year 11	Year 11	Year 11
	Years 8, 9, 10 at home	Years 7, 9, 10 at home	Years 7, 8, 10 at home	Years 7, 8, 9 at home

Throughout this period of uncertainty we have all had to be resilient, patient, understanding and adaptable. Re-opening our school for 900 students and over 100 staff is extremely complex and we have had to make many compromises; however, the decisions we have taken with regard to our provision have balanced the safety of everyone alongside the important step of re-starting full time education for our students. Our plans will evolve and adapt as we move through the term and it is critical we all work together as a community so that we can re-establish our fantastic school culture as quickly as possible.

Thank you for your patience, understanding and support.

Yours faithfully,



Mr Solly

Principal