

11<sup>th</sup> July 2020

Dear Parents and Carers,

### **Update from Highgate Wood School (No. 12)**

Welcome to the penultimate Highgate Wood School update for this academic year. The idea that we would be in this situation back in February would have been unthinkable, but unfortunately it is the case that we have had to operate a virtual school for the last few months and we have not seen the vast majority of our students face to face. We miss them and we can't wait to have them back!

This update gives parents a bit more information about the arrangements for when we come back in September after the summer holiday.

### **Exam Results Year 11 and Year 13**

Despite the very different circumstances that Year 11s and Year 13s have faced this year with regard to not having any exams to sit, the results days will still happen at the same scheduled times in August. Firstly, Year 13s will be collecting their results on Thursday 13<sup>th</sup> August. The following week Year 11s will be coming in to get their results on Thursday 20<sup>th</sup> August. This will also be the day that Year 11s enrol to study at HWS Sixth Form. Enrolment will take place straight after results have been collected.

However, there is a difference in how these days will run as compared to previous years. Due to social distancing rules we will be staggering the times that students can come in for both year groups. We will be contacting students to inform them of their appointment time to come in and collect their results. This enables us to stagger arrival and departure times and therefore minimise the number of students on site at any one time. This is far from ideal as we feel that the collective presence of a whole year group adds to the sense of occasion. Unfortunately though, this will not be possible in the same way as safety must be the first priority.

As usual, we will have a good staff presence on both days which will ensure that students receive the congratulations, advice and guidance that they need following the receipt of their results. This will include independent careers advisors who do not work at HWS. Fingers crossed that these will be positive events for all!

### **Planning for September return – an update**

In my letter last week I spoke to you about the government's decision to re-open all schools fully from September. I outlined some key things that would underpin our approach to the re-opening. I will re-iterate these again in this letter but with a greater level of detail.

Firstly, a clarification for parents and carers. You will recall from previous letters that I have referred to the four scenarios that we have been planning for as shown in the following table.

Highgate Wood School Student Council supports individual action to address the issues of Climate Change and promotes the United Nations top 10 recommendations.



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|------------|---|
| Scenario 1 | Covid-19 disappears completely over the summer and the risk of contracting Covid-19 has been eliminated<br><b>Full school return in September</b>   |
| Scenario 2 | The risk level of contracting Covid-19 is lower than now but not eliminated<br><b>This would probably mean that we could have half the school in at any time</b>  |
| Scenario 3 | The risk level of contracting Covid-19 is something like now<br><b>This is likely to see Year 11/Year 13 in school significantly more than other year groups, whose main provision would be remote learning</b> |
| Scenario 4 | The risk of a severe second spike is high<br><b>School would be closed to all students</b>  |

We have always worked on the assumption that scenarios 2 and 3 would be the most likely given that the disappearance of Covid-19 seems unlikely. However, as you know, the government have decided that scenario 1 will apply, although in truth it's not quite scenario one.

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| Scenario 1 | <del>Covid-19 disappears completely over the summer and the risk of contracting Covid-19 has been eliminated</del><br><b>Full school return in September</b> |
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What we are facing is a full school return, but with the assumption that Covid-19 remains a risk. This inevitably means that although we are all back in September, it is not in any way 'business as usual'. Schools are having to make significant alterations to what they would ordinarily do in order to prepare for keeping all students and staff safe. Below is a summary of the key changes:

**1. There will be staggered start times each day by year group and also different entry points**

- **Years 7, 8 and 9 – 8.25am arrival**
  - Year 7 – Montenotte Road
  - Year 8 – Park Road
  - Year 9 – Tennis Courts
- **Years 10 and Year 11 – 8.40am arrival**
  - Year 10 – Montenotte Road
  - Year 11 – Park Road

*Years 7, 8, 9, 10 and 11 will be collected from the playground by their subject teachers and walked into building to their designated classrooms*

- **Year 12 and 13 – 8.55am arrival**
  - Year 12 and 13 – Montenotte Road

*Years 12 and 13 will go straight to their period 1 lessons*

**2. Minimising movement in Year 7, 8 and 9**

- Years 7, 8 and 9 will have their own designated areas where all of their lessons will take place
  - Year 7 – Second floor of the Admin Building
  - Year 8 – Top floor of the Pavilion Building
  - Year 9 – Ground floor of the Admin Building

*Years 7, 8 and 9 will be taught in the same teaching groups throughout their curriculum*

*During the school day (apart from break time, lunch time and for PE), students will remain in their designated classrooms whilst subject teachers move between classrooms to teach their lessons PE lessons will take place in the normal designated PE areas. However, we will teach PE outdoors as much as possible and there will only be non-contact activities*

### **3. Years 10, 11, 12 and 13 lessons will remain as normal as possible**

- All Key Stage 4 and Post 16 groupings will remain unaffected by the protective measures we have put in place – Students will be taught in their English, maths and science sets (KS4) and in their normal chosen subject groups
- All practical based subjects will be taught in specialist classrooms
- Year 10, 11, 12 and 13 students will be able to move around the building at lesson changeover, but will be heavily supervised by staff so as to maintain social distancing as much as possible

### **4. Break time and lunch time**

- Break times and lunch times will be staggered across the day to ensure that year groups do not mix. The details of exactly how this will work will be shared with students in September on our return
- Food at break time will be from a limited range (most likely cold foods) and we will serve the same foods from the canteen and the pod
- Lunch time will serve hot food, but the range of food will be limited. It is likely that we will have to alternate year groups between the canteen servery and the pod on different days

*We are encouraging parents and carers who are able to supply their children with a packed lunch do so where possible – of course this does not apply to students who are eligible for free school meals*

### **5. Supporting Students Returning to School**

- All departments are currently re-writing their curriculums for the coming year to adapt following the loss of learning time
- We will assess all students across the curriculum when they return so that we can identify where there are gaps in progress and put things in place to address them
- We are adapting our PSHEE curriculum to ensure that the initial focus is on well-being
- Time will be allocated during the school week for students to receive guidance on well-being and personal development in addition to that allocated to PSHEE
- We will build well-being into the Post 16 enrichment curriculum for Year 12 and year 13
- Whilst tutorial and registration arrangements will be modified to minimise the need for student movement, we will still largely maintain our existing pastoral structure, with tutors or nominated tutors being the initial point of contact for parents, and the House teams having oversight of pastoral care.

*In addition to the above, we will be contacting you next week with details of a survey we will be conducting with all students to help us understand the impact of COVID-19 and school closure on our young people. This is part of a national project and we will be using the findings to help us plan and provide support to meet students' well-being and pastoral needs in September.*

Please do look out for the last letter of the term next week which will have even more detail about the specific arrangements for the return of each year group in September. There are one or two things that I need to confirm with governors and Haringey Local Authority before I can confirm those arrangements.

### **PSA Second Hand Uniform Sale**

We know that the summer can be a very expensive time for parents when it comes to purchasing all of the back to school equipment and uniform in August. For this reason we are really pleased and very grateful to the PSA for organising a sale of second hand uniform. The PSA will be at the school on Thursday to sell uniform to any interested parents/carers from 2pm to 4:30pm. They are also interested in donations for any parents/carers who have unwanted items.

### **Parent Carer Fund (PCF) – Summer Project Appeal**

As I have mentioned before, the school is undertaking a number of building projects over the summer break to enhance facilities and prepare for September return. One of these is the realisation of plans to improve the dining experience of students and facilitate split-lunches. The original rationale behind this was included in the parent and student survey in February 2020 and had overwhelming support from both groups. Now it is even more pressing, as the introduction of split-lunches has become a necessity to enable the school to maintain the year group distancing that the return in the autumn term will require.

Both the school and the Local Authority are investing in the project and it will also make use of significant funds from the PSA who have agreed to a contribution of £14,000 from the Parent Carer Fund (the current balance), and £8,000 from the PSA Lottery fund. A further £8,000 from central PSA funds is awaiting a vote from its members (all HWS parents\carers are members) before it can be released. The school is incredibly grateful for this.

These PSA funding streams has been requested to enable the result to be a genuine improvement to the school environment – with more seating areas for students in the expanded main hall, picnic tables in the new covered social space in the playground and attractive barriers to ensure zones are clearly demarcated area and the disturbance to classes taking place whilst some year groups are eating and socialising is minimised.

Because of the success of PSA fundraising in the past year, it will still leave funds available for the coming term's PSA Hardship fund and for those projects that the PSA routinely sponsor and support. But, of course, fundraising activities have been severely limited since lockdown so the drive for new fundraising will be intense once school resumes. Any further support for this work or the PSAs work in general would be hugely appreciated.

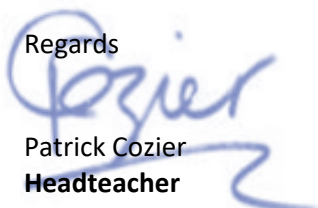
For more information on the Parent Carer Fund please visit <https://bit.ly/hwsfundraising> on the school website, or you can go direct to <http://bit.ly/hwsdonate> to set up a donation. We are always grateful to receive any donations that families can afford to make. However, I would like to continuously impress upon you that all donations are voluntary and that no one should ever feel pressured into donating money that they cannot afford.

### **Mental Health and Well-Being**

For anyone who is struggling during this period, help is available via Haringey Local Authority. The main information can be found [here](#). Again, rather than repeat the links and notices regarding other support and helplines for parents and carers, we have published these on our Covid blog at <http://bit.ly/hwscovid4>.

Take care and stay safe!

Regards



Patrick Cozier  
**Headteacher**