

Dear Parent / Carer

Re: COVID Update and Contingency Planning

We are continuing to operate effectively under the new arrangements put in place for the start of term that minimise the risk of transmitting coronavirus. This letter explains two changes we shall be making in the next few weeks, and outlines an aspect of our contingency planning should, as a last resort, it be necessary to operate with fewer students and staff on-site.

Firstly, **from Monday 12<sup>th</sup> October Year 7 students will finish school at 2.50 p.m. Year 8 students will finish school at 3.00 p.m.** All other arrangements for these year groups and others will remain the same. Students will continue to receive five, hour long lessons per day. The reason for this change is to provide greater pastoral contact for Year 8 students at the end of the school day now that Year 7 are settled into secondary school.

Secondly, **from Monday 5<sup>th</sup> October we shall be increasing access to the school canteen.** While this presents a significant logistical challenge, as maintaining hygiene and social distancing between bubbles remains a priority, we believe it possible given the positive way students have responded.

The canteen will operate over two, half-hour, sittings. All free school meal children will be able to choose on the day and collect food from the canteen. In addition to this, **one-year group each day will be able to buy lunch from the canteen.** Any students having a hot meal (including the pasta option) will need to sit in the canteen. Face coverings must be worn at all times except when sat down to eat. There will be no need to pre-book as currently. We shall begin biometric scanning for our cashless catering for Year 7 in the next few school days. There will be 3 choices of food: -

1. a grab bag of sandwiches and fruit
2. a different hot meal each day
3. pasta and sauce

The menu will alternate, and by way of example, in the first week be: -

- Monday: Year 8 – sausage and mash
- Tuesday: Year 9 – chicken and veg curry
- Wednesday: Year 10 – roast chicken
- Thursday: Year 11 – pasta Bolognese
- Friday: Year 7 – nuggets, chips and beans

Any students with specific dietary needs can speak to the canteen staff on their allocated day.

Finally, as the National COVID Alert Level has been raised to 4 (signifying a Covid-19 epidemic is in general circulation; transmission is high or rising exponentially), we have been considering further contingency plans.

Looking at the experience of schools elsewhere in England and Wales where contagion rates are higher, it may be necessary to have year groups working from home. This would only happen, for example, should we have insufficient staff to safely operate. **To maximise notice for parents/carers we have designed a traffic light system which will indicate the status for each year group.** This will be displayed at [www.arnewood.hants.sch.uk/covid-19](http://www.arnewood.hants.sch.uk/covid-19).

I will still write to parents/carers to advise the community of changes, but should your son/daughter's year-group be placed on amber, I hope it will give you an early opportunity to begin to consider arrangements for childcare, or talk with your employer should it cause disruption.

**GREEN**  
Normal COVID-19 operation.  
**Year Group educated on-site**  
Self-isolating students will have work set on Firefly.

**AMBER**  
Year group on alert.  
**Year Group educated on-site.**  
Check school COVID-19 updates regularly.  
Prepare for possible year group closure.  
Self-isolating students will have work set on Firefly.

**RED**  
**Year Group to work from home.**  
All students will have work set on Firefly.

As with all contingency plans, let us hope this will not be needed!

In conclusion, thank you for the continued support you are offering the school and ensuring your son/daughter is correctly provisioned with a clean face-covering, personal hand sanitiser, and all of the equipment they require daily.

Yours sincerely,

Nigel Pressnell  
**Headteacher**