

17 July 2020

Ref: ABR/LW

Dear Parent/ Carer,

As we approach the end of the academic year, I wanted to thank you for your on-going support and commitment since the enforced school closure began in March. I have been incredibly impressed with the way the whole school community has come together to support each other during this difficult and unprecedented time. Thank you for supporting home learning so well, we have been so pleased with the commitment and quality of work produced by our students.

I am very proud to inform you that, for the second year running, Landau Forte College Derby has been named as the best school in Derby City and Derbyshire by the national Real Schools Guide. The Real Schools Guide uses over fifty metrics to judge the quality of a school and it's an honour to gain the top spot again! This achievement is testament to the hard work of all the Landau Community. Thank you for supporting us and making Landau such a great school.

The partial reopening of school has gone incredibly well and it has been a pleasure to welcome back so many of our Year 10 and Year 12 students. We are really looking forward to welcoming all our students back at the start of the new academic year.

As you might expect, we have put considerable time and thought in to making plans to reopen fully. If you want to read the Department for Education guidance, it be found here <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> but please be reassured we have studied this current version carefully in order produce a comprehensive risk assessment. We are confident we can work within these measures to enable all students to return. The systems of control we are working under are detailed below and taken from the guidance. We hope you will feel reassured by our arrangements. However, we are aware that this is a dynamic situation, there have been frequent changes to guidance and changes may be made over the summer break. If this is the case, we will write to you again to update you. Please know the safety of our staff and students will always be of paramount importance to us.

Systems of control

Essential measures include:

- *a requirement that people who are ill stay at home. You must ensure that if anyone in your household has COVID-19 symptoms, your child does NOT attend school. Any child or staff member who develops symptoms in the school day will be sent home immediately. If anyone in your household, or your child, tests positive for COVID-19 you MUST inform the school.*
- *robust hand and respiratory hygiene*
- *enhanced cleaning arrangements*
- *active engagement with NHS Test and Trace*
- *formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable*

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- *grouping children together*
- *avoiding contact between groups*
- *arranging classrooms with forward facing desks*
- *staff maintaining distance from pupils and other staff as much as possible*

Start dates for specific year groups

We have put in place a slightly staggered start to the new academic year for students in Years 8-11. This will enable us to familiarise all year groups with the new protocols in school before the school is full to capacity.

From the start of the new academic year, students will need to wear full school uniform. Our uniform policy can be found here <https://landau-forte.org.uk/wp-content/uploads/sites/9/2015/12/lfcd-policy-dress-code-june-2020.pdf>

Wednesday 26 August	Years 8, 9, 13 on site
Thursday 27 August	Years 10, 11, 13 on site
Friday 28 August	Years 8, 9, 10, 11 on site Internal examinations begin for Year 13. During the examination period (28 August – 4 September) Year 13 will attend for exams only
Monday 31 August	Bank Holiday (school closed)
Tuesday 1 September	Years 7, 8, 9, 10 and 11 on site During the examination period (28 August – 4 September) Year 13 will attend for exams only
Thursday 3 September	Year 12 start – details of joining to follow after GCSE results day

What will the time table look like for my child?

Students will continue to study a broad and balanced curriculum and follow their normal timetable. No subjects have been removed from the curriculum, though there have obviously been adaptations in some subjects which require specialist rooms and equipment.

Year groups will be kept together and taught in year group 'bubbles', using specific areas or 'zones' of the school. Year 12 and 13 will operate as one bubble. Each year group will have the majority of their lessons in their zone but students will move to access specialist rooms for subjects such as technology, art, PE and performing arts. We are thinking carefully about what Tutor Time will look like and we will inform you of any changes we make to tutor groups.

How have we reorganised the school to make it as safe as possible for our students and staff?

Students will be expected to wash or sanitise their hands when they arrive at school, before and after breaks and when they leave school. Hand sanitiser and tissues are available in all classrooms/ offices and hand sanitiser dispensers are located in communal spaces at frequent intervals across the College.

In light of Covid-19, we have adapted our Behaviour Policy and the addendum can be found here.

<https://landau-forte.org.uk/wp-content/uploads/sites/9/2020/06/lfcd-policy-behaviour-addendum-covid-19-june-2020.pdf>

Currently, students will not be able to access their lockers, so will need to keep coats and bags with them at all times. Students should bring their own pencil case with them. When students have PE lessons, they should attend school in their PE kit. Wherever possible and weather permitting, PE lessons will take place outside. When students have performing arts lessons, they will only be required to change into trainers. The PE and performing arts teams are following the Department for Education guidance with regard to activities in lessons and have also taken advice from their relevant professional associations.

The College will be open over the summer break for students to empty their lockers between 9am and 2.30pm on the following days:

Year 7 – Monday

Year 8 – Tuesday

Year 9 – Wednesday

Year 10 – Thursday

Year 12 – Friday.

Year 11 and Year 13 students will be provided with the contents of their locker when they attend school on the examination results days in August.

Classrooms have been reorganised in line with the guidance. This means that students will all sit facing the front of the classroom. Perspex barriers are being used in some classrooms such as science laboratories and technology workshops, so they can still be used safely. Teachers and Learning Support Assistants will maintain social distance from students wherever possible.

Students will take morning break in their classrooms. We would encourage all students to bring a morning snack with them and a bottle of water. Though water will be available on site, having their own bottle will reduce risk and waste. A trolley service will deliver bagels to classrooms for morning break.

Students will have lunch with their year group and lunch will be slightly extended. Hot meals will be available in the Restaurant, as will a large selection of other options. After eating their lunch students will go outside. There will be one year group only in the Restaurant or outside. The Restaurant has been reorganised to adhere to social distancing guidance and will be cleaned after use by each year group.

We will have a staggered start and end to the day – please see the last page of this letter for further detail. We appreciate siblings may travel together to school and as such we will set up a waiting area in the Restaurant with a specific area designated for each year group. This can be used by siblings who arrive earlier than their designated start time or for those who have to wait at the end of the day.

For the first two weeks of term, at least, there will be no enrichment activities taking place at the end of the day. Unless waiting for siblings, students must go straight home.

My child will have to use public transport to get to school, I am worried about this.

We have pushed the start of the day back to ensure students don't have to use public transport during the rush hour. School staff will be present at the Bus Station to support students at the start and end of the day. I am meeting with the City Council and the relevant bus companies over the next week to discuss the bus timetable and the organisation of the Bus Station. It is mandatory to wear a face covering on public transport and we encourage students to take the right precautions in using the bus services. Further information on making your own face covering, if required, can be found here-

<https://www.bbc.co.uk/news/uk-52927089>.

How often will College classrooms and facilities be cleaned?

There will be enhanced cleaning regimes of facilities throughout the day; this will be conducted by an increased cleaning team on site, with continuous cleaning of high frequency usage areas and toilets. In addition, time has been allocated for a daily enhanced cleaning of all used spaces, (including outside spaces) at the end of each day.

What if I don't want my child to attend school?

Current Department for Education guidance states that *'Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply'*. Please contact us if you have any concerns about your child attending school. We have already supported many families to ensure their son/daughter feels confident to return to school at the start of the new academic year. We will work together to ensure you feel confident that your child is as safe as possible when at school.

If a child or teacher gets coronavirus when College fully opens, will parent/carers be informed?

The Government have stated that if a student or staff member develops symptoms compatible with Covid-19, they should be sent home and advised to self-isolate for 7 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of Covid-19, and are encouraged to get tested in this scenario. If a child or teacher tests positive, the school will work with our local Health Protection Team and follow their guidance. Staff and students who have been in close contact with the individual will be sent home to isolate and the school will be deep cleaned. Parents/ carers will be informed if we have a confirmed case in the school.

Has the school been clear of infection?

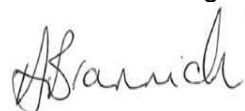
There have been no confirmed cases of Covid-19 at the school.

I am concerned that my child has fallen behind with their education during the enforced school closure – what should I do?

We don't want our students to feel anxious and worried about work that has been missed over this period. As a school, we are experts in supporting our students to make exceptional progress. It is our job, as educators, to get our students up to speed when they return to school, whatever their starting point. We would ask that you trust our staff and follow the advice and guidance they provide. Students in Year 13 will sit internal practice examinations during their first week back in school and students in Year 11 will sit internal practice examinations in week three of the new academic year. Students should not be anxious about this arrangement, they are designed to help us understand students' strengths and weaknesses and the areas we need to focus on.

If you have any questions about the full reopening of school please do contact me via the PA to the Principal, Miss Walendziewski, lwalendziewski@landau-forte.org.uk, . We wish you and your family a peaceful and restful summer break and we look forward to seeing you at the start of the new academic year.

With kindest regards,



Alison Brannick
Principal

Times of the day

	9.00 – 9.20	9.20 – 10.10	10.10 – 11.00	11.00 – 11.50	11.50 – 13.20	13.20 - 14.10	14.10 – 15.00	15.00 – 15.20 Year 9 15.00 – 15.25 Year 10 15.00 – 16.00 Year 11 Year 11 finish at 3.30pm on Friday (Tutor Time will be subject intervention for Year 11)
Year 7	Tutor time	Lesson 1	Lesson 2	Lesson 3	Lesson 4 Inc. 35 minute lunch	Lesson 5	Lesson 6	
Year 8	Tutor time	Lesson 1	Lesson 2	Lesson 3	Lesson 4 Inc. 35 minute lunch	Lesson 5	Lesson 6	
Year 9		Lesson 1	Lesson 2	Lesson 3	Lesson 4 Inc. 35 minute lunch	Lesson 5	Lesson 6	Tutor time
Year 10		Lesson 1	Lesson 2	Lesson 3	Lesson 4 Inc. 35 minute lunch	Lesson 5	Lesson 6	Tutor time
Year 11		Lesson 1	Lesson 2	Lesson 3	Lesson 4 Inc. 35 minute lunch	Lesson 5	Lesson 6	Tutor time
Year 12		Lesson 1	Lesson 2	Lesson 3	Lesson 4 Inc. 35 minute <i>off-site</i> lunch	Lesson 5	Lesson 6	
Year 13		Lesson 1	Lesson 2	Lesson 3	Lesson 4 Inc. 35 minute <i>off-site</i> lunch	Lesson 5	Lesson 6	