



# Returning to school in September 2020

## Parent Guide

July 2020



## **Principles to our approach**

The principle of our approach to reopening in September is based on ensuring pupils receive the highest quality of teaching and learning possible, a full curriculum offer and that the school environment is adapted wherever possible to reduce the risk of COVID 19, as much as possible. We have had to make some operational changes to the school day, however, we are very keen to offer pupils as much normality as possible and to find pragmatic solutions to how we reopen.

### **School reopens on Wednesday 9th September with pupils attending full time.**

Wednesday 9th September

Lavender, Tulip, Tajiri, Hawking, Grasshoppers, Dragonfly, Butterfly and Caterpillar

Thursday 10th September

Camel, Bear, Leopard, Wolves, Elephant, Tiger, Giraffe, Daisy, Poppy, Daffodil and Sunflower

Monday 14th September

Kahlo, Grandin, Einstein, Simmonds, Keller, Joyce, Beethoven and Willow

Tuesday 15th September

Adepiton, Gates, Nash and Packham

**The school day starts at 8.50am and finishes at 3pm. On Friday's we will finish at 2pm.**

This will enable staff additional time to ensure shared resources and spaces are prepared and cleaned appropriately for the following week.

## **Before School**

Please make sure pupils do not leave for school if they are displaying any COVID 19 symptoms. Pupils should wash their hands before leaving home. Parents/Carers must ensure that pupils who live in a household with COVID 19 symptoms do not attend school until appropriate periods of self-isolation have taken place. COVID 19 symptoms currently include:

- A new continuous cough
- A high temperature

- A loss of, or change in, their normal sense of taste or smell (anosmia)

## Travelling to and from school

School transport will be provided, in the usual way, for pupils that cannot make their own way to school. Following government guidance, this will operate with a reduced number of seats, though, due to social distancing rules. Escorts and drivers will be wearing masks.

We have been in contact with the school transport team so they have the details of what site your child will be attending, their start day and the timings of the school day.

The team will usually contact you before the start of term to confirm, and the contractor may also contact prior to the first time they pick your child up.

If you have any questions or concerns regarding transport please contact the team on this number: **0300 300 8339**

or

**email: [School.Transport@centralbedfordshire.gov.uk](mailto:School.Transport@centralbedfordshire.gov.uk)**

## You can be reimbursed for car mileage

If your child is eligible for home to school transport assistance and normally travels on a school bus or coach, but you are planning to drive them to and from school instead, the local authority can refund you for the mileage you drive. Payment is made directly into your bank account.

Reimbursements are calculated on the distance between your home and school at a rate of 36p per mile for four journeys a day (i.e. a return journey in the morning and the afternoon).

To apply for mileage reimbursement payments:

1. **download the application form (PDF)** (you'll need to **get Adobe Acrobat Reader** to fill this in)
2. complete it on a monthly basis
3. return it to your child's school every month (if you're sending via email, **find out how to secure the file with Adobe Acrobat Reader**, as it will contain personal information)

Due to the volume of transport we are expecting in September at the Kingsland site, we are asking parents to park in the overflow car park, it will be clearly marked, you can then walk through the side gate safely. Please be patient with us.

You will be informed which entrance point to take your child to, where they will be met by a member of staff. Pupils will then be taken to their learning zone.

For pupils arriving on school transport, staff will take them from the vehicle and escort them to the relevant entrance point.

Pupil safety is paramount, so please be very cautious and conscientious when using the car park.

## **Return home from school**

We would encourage pupils to wash their hands immediately after returning from school and to have their uniform washed regularly.

## **Preparing the site**

The Beech Road site has been maintained during the period of school closure and will undergo a deep clean before opening. Hot and cold water systems, gas and fire safety and ventilation is all in good order across the site.

As the Kingsland site has been open, daily maintenance and health and safety management has continued to be in operation.

The site team has a robust site management plan to maintain health and safety compliance across the 2 sites. The school has drawn up a detailed risk assessment for all areas of school life. All risk assessments are regularly reviewed in light of updated government guidance and feedback from staff at school. The site has been surveyed for potential hazards.

We have undergone a complete audit of equipment and resources, everything has been thoroughly cleaned.

## **Classrooms and learning environments.**

Beech Road pupils will work as one zone, they will access their purpose built area which contains toilets and hygiene facilities and access to the outside spaces.

We will continue to maintain protected zones on the Kingsland site, operating 6 zones, this will help to achieve the greatest reduction in contact and mixing, without unduly limiting the quality and breadth of provision or access to specialist areas.

Each zone has access to outside space, toilets and hygiene areas. Each class has been allocated time in the hall for Physical development in addition to dedicated time in the outside space.

Sensory Integration, rebound and access to sensory spaces will continue. In order to minimise the risk of transmission there will be increased hygiene protocols in place.

Staff have been given guidance to make adaptations to their classrooms to support distancing, where pupils have a more formal setting they will be sat side by side rather than face to face, unnecessary furniture and items has been removed to provide additional space and to reduce the number of touchable surfaces. Where learning is less structured equipment is spaced apart to encourage distancing.

Classroom doors will be propped open where appropriate to reduce use of door handles and to aid ventilation, but must be closed when the room is not occupied. Windows will be kept open in classrooms unless the weather poses a health and safety risk to do so.

Where laptops/iPads are used by pupils, the same laptop/iPad is to be used by each pupil daily and stored so that this can be arranged.

## Kingsland

### [Entrance 1](#)

Zone 1 - Camel, Bear, Leopard and Wolves

Zone 2 - Elephants, Tigers, Daisy and Giraffe

### [Entrance 2](#)

Zone 4 - Lavender, Tulip, Nash and Gates

### [Entrance 3](#)

Zone 3 - Poppy, Daffodil and Sunflower

### [Entrance 4](#)

Zone 5 - Willow, Hawking, Adepiton, Tajiri and Packham

Zone 6 - Kahlo, Grandin, Einstein, Simmonds, Keller, Joyce and Beethoven

## Beech Road

### Entrance 1

Zone 1 - Grasshoppers, Dragonfly, Butterfly and Caterpillar

Pupils will have access to the hall.

### Entrance 2 - Access for staff to training room and school office.

Staff will operate across zones in order to facilitate the delivery of the curriculum and specialist provision, however, the number of interactions and changes will be minimised where possible. Whilst we will ensure we maintain a healthy breadth of learning, movement around the building will be minimised.

All classes have clear visual signage to help everyone navigate easily around the building.

As we are operating in zones there is no need to stagger the start and end times of the day. Break and lunch times are not staggered as each zone has dedicated space which reduces the risk of pupils gathering in large numbers.

## Fire Evacuation

Emergency evacuations are regularly practiced throughout the year, but to reduce the number of contacts this will be adapted. Rather than a full practice evacuation, individual zones will be evacuated and the procedure will be completed in this manner. If a real evacuation occurred normal procedures would be followed as groups are registered and stood separately.

Each Zone has had a temporary Fire Evacuation Route identified. These are shown on each visual in the classroom. In the event of a fire, staff and pupils in each protective zone will exit the premises the same way they entered and make their way to the fire assembly points.

Staff will ensure that pupils are aware of procedures.

## School uniform

The normal school uniform rules apply and a copy of our Uniform Policy can be found on the school website. A particular reference needs to be made to jewellery and it is

essential that pupils follow the school rules relating to this. It is unfair to put staff in a position whereby they have to ask pupils to remove jewellery and therefore, potentially spread the COVID 19 virus. It is important that school uniforms are cleaned regularly and that any PE kit guidance is followed.

In order to reduce risk and maintain a full curriculum we will be asking pupils to come to school in their PE kit on the days when they have this on their timetable. The class teacher will share this information with you at the start of term. If a pupil forgets their kit they will be able to borrow a spare from the school and this will be washed afterwards.

## Face Masks

Those pupils who wear face coverings on the way to school will need to remove these safely before entering the school site. These should either be disposed of in the bins provided or stored away in their bags until they have left the school site; only at this point can face coverings be used once more.

## School Lunches

We are unfortunately not able to open with a fully operating kitchen in September. Children will need a packed lunch unless you are entitled to free school meals in which case a packed lunch will be provided. Dietary requirements and allergies will be catered for.

Pupils will eat their lunch in classrooms and then be able to use their dedicated outside space for leisure activities, weather permitting.

We will keep you updated on this.

## What should your child bring to school?

Pupils are encouraged to minimise what is brought into school. They may need a small bag which contains sun cream, a hat, and a water bottle. If they have an outdoor coat and outdoor shoes that they can keep at school this would be helpful. Formal learners will be given their own set of stationary which they will keep in a pencil case on their desks. All pupils will have access to their own water bottle in the classroom.

## Attendance and reporting attendance

School will be fully open in September and full attendance is expected, however, if you are concerned about sending your child back, please arrange to discuss your concerns with your child's Pathway Leader or a member of the Senior Leadership team. If your child is unable to attend school, it is extremely important that you inform the school of

the reason for their absence by using our text service on , [07860 055246](tel:07860055246) or emailing [reception@chiltern.beds.sch.uk](mailto:reception@chiltern.beds.sch.uk) or leaving a message on the school answering machine before 8.30am. It is important to state the reason why your child is not in school. Please be clear about the reason, choosing from one of the following options.

- Illness which is not related to COVID – 19
- Illness because the student has a suspected or confirmed case of COVID - 19
- Shielding because the student or another member of the household is classed as Clinically Extremely Vulnerable
- Self-isolating as a member of the household has a suspected or confirmed case of COVID - 19
- Medical Appointment - Please state the type of medical appointment (doctor, dentist, hospital etc.) and if your child will be returning to school afterwards
- Holiday - This should be requested in advance by using our 'Leave of Absence' form. However, should you need to take emergency time please state the reasons why.

## Medication

We continue to work alongside the school nursing team to meet your child's medical needs. If you are sending in medication with your child please ensure reception is aware of this and if your child is on school transport the driver or escort too. All medication will be signed in and out of school to ensure accountability and safeguard.

The school will only accept prescribed medicines that are in-date, labelled, provided in the original container as dispensed by a pharmacist and includes instructions for administration, dosage and storage. The exception to this is insulin which must still be in date, but will generally be available to schools inside an insulin pump, rather than its original container.

## First Aid

First Aid will be administered in accordance to our First Aid Policy. It may be appropriate to provide first aiders with PPE for coronavirus protection in certain circumstances. It should be noted that additional PPE is not recommended to provide first aid as

- Not all first aid actions will require close contact
- In line with education guidance, PPE is not recognised as necessary for general use and as such attending to asymptomatic people may be no different in first aid

- than normal school operations
- It takes time to obtain and put on PPE - an emergency first aid response may not give this time.

We will continue to work with the school nursing team who are in the process of updating care plans. It is important that any changes to your child's medical condition is shared with the school and the school nursing team.

## If a pupil or member of staff becomes unwell ?

If a pupil becomes unwell with COVID 19 symptoms, then, in line with government and Public Health England direction, they will be sent home and advised to follow the COVID 19 government guidance for households with possible COVID 19 infection. This will include advising the pupil to self-isolate for seven days.

If a child is awaiting collection they will be kept in a ventilated room where they can be isolated behind a closed door with adult supervision. If the child awaiting collection needs to use a bathroom, they will use a separate bathroom which will be cleaned and disinfected using standard cleaning products before being used by anyone else.

Pupils or staff who have developed any symptoms must book a COVID 19 test and await the results before returning to school. Upon their return we will require a copy of the test result. If the return test is positive the pupil or member of staff must inform the school so we can contact the relevant authorities.

All areas and surfaces that the child has been in will be cleaned and disinfected using standard cleaning products. Staff and pupils who have been in proximity to a pupil or member of staff who has been sent home with COVID 19 symptoms will not be required to go home unless they develop symptoms themselves. All staff and pupils who have been in proximity to the child / member of staff who has been sent home must wash their hands thoroughly for twenty seconds immediately after COVID-19 symptoms have been suspected in an individual. The school will actively engage with the NHS Test and Trace programme to ensure that appropriate actions to follow up suspected cases of COVID-19 are taken as quickly as possible. If there is a confirmed case of COVID-19 at the school we will be advised / directed by Public Health England.

All members of SLT are nominated PPE users, they will be called to manage the situation.

## Handwashing

Hand hygiene is an essential part of protecting yourself against coronavirus.

Soap and water, and regular hand washing for at least 20 seconds, is the best way of staying safe. Handwashing with soap employs mechanical action that loosens bacteria and viruses from the skin, rinsing them into the drain. Drying hands afterwards makes the skin less hospitable to the virus. Hand sanitiser can be effective if soap is not available, or the situation makes using soap less feasible (for example, when outside), but using hand sanitiser provides none of the virus-destroying friction that rubbing your hands together and rinsing with water provides.

### How often should staff and pupils be washing their hands during the day?

Staff and pupils children will be reminded to wash their hands for 20 seconds more frequently than normal, including on arrival at the setting, before and after break and lunchtimes, and after sneezing or coughing into tissue or elbow (wash hands).

Staff will supervise those pupils that need support to ensure they wash their hands for 20 seconds with soap and water (or hand sanitiser if soap is not available or feasible in the particular situation) and catch coughs and sneezes in tissues. Bins for tissues will be emptied throughout the day.

Pupils will be encouraged to learn and practise these habits through games, songs and repetition. We will use the following video clip as a visual: [How to wash your hands](#)

Additional signs like the one below will be used all around school



Each class room has a good supply of hand soap, hand sanitizer, paper towels and tissues. They also have a hygiene pack so staff can clean and wipe down equipment as

needed. This consists of antibacterial wipes and gloves.



## Visiting the toilet

**Pupils will not be sent to the toilet in groups, pupils will use toilets 1 at a time, where necessary supervision will be given.**

Pupils will be reminded to wash their hands for 20 seconds after they have been to the toilet.

Where pupils require support with intimate care, staff will use normal PPE in accordance with our intimate care policy. Over the first term, the class teacher will contact you to co-produce the intimate care plan for your child.

## Cleaning and Hygiene Routines

We already employ an in house cleaning team who have continued to ensure all areas have been thoroughly cleaned throughout the recent period.

All areas will be cleaned thoroughly on a daily basis, in accordance with government guidance, with a particular focus on surfaces that are touched by multiple people, such as door handles, tables, chairs, door handles, light switches and bannisters or shared materials. Guidance recommends settings should clean and disinfect equipment, toys and surfaces more regularly, we will ensure this is carried out daily.

Any equipment needed for practical lessons will be minimised. Practical equipment will be cleaned thoroughly before the start of the school day and between different classes as appropriate.

Lidded bins will be located around the site and in each classroom to ensure the disposal of tissues and potentially infected waste is disposed of according to guidance.

## **Personal Protective Equipment**

Personal Protective Equipment (PPE), including face coverings and masks in schools is not recommended by the Department for Education apart from a very small number of specific staff dealing with particular circumstances and is therefore not supported by the school. We have considered this approach very carefully and feel that face coverings will impede teaching and learning, become very uncomfortable to wear throughout the school day, will still need to be removed at break/lunch and, if disposed around the school site, potentially become a wider health hazard. We will continue to monitor the government advice on face coverings and will keep you updated if our position changes.

## **Support for transition back into school.**

We have been delighted with how well pupils have transitioned back into school over the period of wider opening, they have demonstrated their resilience and ability to adapt to the changes in their lives. Staff have shared resources and videos via Class Dojo and Google Classroom for you to use over the summer break. Please use the Social stories and visual resources to help support pupils' understanding of what school life will look like for a while.

## **Reviewing staff availability and capacity**

We will constantly be reviewing the numbers of staff and pupils on site, should the numbers of staff fall below a minimum level we will look to restrict the numbers of pupils on site. This may involve zones being required to attend on a part time basis. These pupils will then move into remote learning whilst they are not at school.

We will not be using supply staff for the foreseeable future and visitors will be asked not to come on site unless there is no other way that pupils' needs can be met

## **Remote learning**

If the situation changes, ie if there is a localised lockdown or where your child has to self-isolate, we will continue with the remote learning package you have been using.

Remote learning will consist of the following: a mixture of tasks set to complete at home in conjunction with online lessons, where this is appropriate.

All work will be accessed via the Google Classroom or Class Dojo, teachers will monitor

and provide feedback as appropriate. Learning may consist of formal written tasks and/or video input from teachers, staff may ask pupils to complete work or watch online lessons available on educational websites. Activities will be shared to support your child's individual needs and reflect our curriculum. There is an emphasis on communication, emotional and physical health, functional skills including literacy and numeracy and independence.

Google Classroom enables teachers to create an online classroom area in which they can set and share work for pupils. It facilitates learning and engagement and also provides pupils with a wider range of facilities. For some pupils daily challenges will be set via Class Dojo.

## Managing visitors to the school site

Any member of our community, staff, visitor, pupil or parent must **not enter the site if they are displaying any symptoms** of coronavirus (COVID-19).

- Parents will be encouraged to email or Class Dojo rather than engage in face to face conversations
- Visits to the school site for meetings etc. will be strongly discouraged and reduced as far as possible. Video conferencing will be used instead to support the reduction of visitors on site, we will coordinate meetings and look at this on a case by case basis.
- Social distancing must be considered and this guidance applied, when planning any meeting
- We will not be using supply staff for the foreseeable future and visitors will be asked not to come on site unless there is no other way that pupils' needs can be met.

We have procedures in place for health colleagues to continue supporting pupils' needs. There will be a school nurse on site.

## Social Distancing

There is recognition in DfE guidance for full opening of special schools that our young people are not able to maintain social distancing and therefore it is acceptable for them not to distance within their groups.

## What does effective social distancing and safety measures involve in practice in our setting?

- Pupils and staff will be spaced apart as much as possible.
- We will discourage parents from gathering at the entrances.

- Visual structure is in place in all classrooms and corridors.
- Pupils will line up or queue further apart than normal (2 large steps in child-speak)
- Keeping apart when in the playground or doing any physical exercise.
- Eat lunch in classrooms
- Visiting the toilet one after the other
- Staff will encourage pupils to minimise touching and being too close together where at all possible
- We will not bring pupils together in large groups unnecessarily
- No non-essential visitors in school
- Increased use of outdoor learning
- Pupils put coats and bags on an allocated storage device outside the classroom.
- Children do not change for physical activity
- Model social distancing at all times in school

## Safeguarding

Ensuring pupils are safe from harm remains a priority. For pupils attending school all policies and procedures related to safeguarding will be maintained. We will continue to meet with social care and health colleagues weekly to share information and prioritise support where needed.

We have a strong DSL (Designated Safeguarding Lead) team, all Pathway Leads and members of the Senior Leadership team trained up to DSL level and meet weekly to discuss support for pupils.

## Emotional health and wellbeing

The school recognises that pupils will have been affected by the extended period of lockdown in many ways and some pupils will have been facing up to very challenging circumstances at home. All school staff are trained to look out for any signs which may indicate that a pupil needs support for their mental health and the school will look to support these pupils both in school and through signposting appropriate expert help from relevant external agencies. It would be very helpful if parents/carers could let the school know if their child has been or is going through a difficult time at home.

Lots of organisations are producing resources to help parents support children's mental health and wellbeing over the summer as they prepare for a full return to school. The Anna Freud Centre, have created some resources for parents that you might want to look at and adapt. The campaign is called [#SelfcareSummer](#). They are not designed specifically for children and young adults with SEND but they have some great ideas and some fun self-care activities that you can adapt and they signpost to additional support if

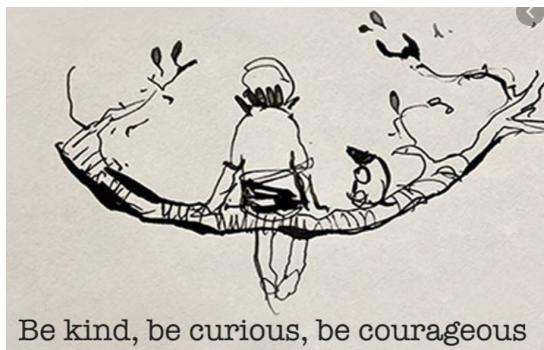
needed.

If you click on the link, it will take you to the booklets: [primary](#) and [secondary](#)  
#SelfcareSummer packs

In the first few weeks of term we will work closely with Rachel, our Speech and Language therapist to capture the experiences of our young people, this will enable us to be proactive in managing any concerns pupils have in relation to their experiences.

## Behaviour

It is important to remember that some pupils have been away from school for a prolonged period of time, it has been very unusual and not like a normal break from school. We know that pupils feel safe when they have consistent familiar routines.



Be kind, be curious, be courageous

We know that lots of activities will have to change to account for new guidelines, so finding elements of consistency will support pupils and help them to adjust.

We know that pupils of all ages will have questions about the changes to schools and the global situation. Not all children and young people will have felt confident to ask these questions at home or through virtual learning. Setting aside some specific allocated time to discuss their questions is important and can prevent pupils becoming overwhelmed with information throughout the day.



## **Physical Intervention**

**Staff (unless it is deemed inappropriate) at The Chiltern school are trained in 'Team Teach'.**

<http://www.teamteach.co.uk/about-team-teach>

'Team teach' is centred around de-escalation, with 95% of its practices focusing on risk reduction and helping young people move away from the crisis points that may require the use of positive adult intervention. .

The circumstances surrounding Covid 19 mean that there is an increased level of risk to both the school and the wider community through transmission. The leadership team, supported by the governing body, have made a decision that in the interim there will be changes to the schools response to pupils who require the use of adult intervention to keep them safe.

The Physical intervention policy remains unchanged and very much operational, should there be an occasion where a pupil requires the use of Physical intervention to keep them safe. Staff will continue to be authorised to use force should the circumstances require it. What is changing during this period, is the schools response to those incidents.

If there is an incident in school where a pupil requires the use of 'Physical Intervention', this will be discussed with SLT and Pathway leaders. The antecedents and behaviours will be reviewed and the risk assessment for the pupils will be updated. Decisions will be made on a case by case basis, but parents and carers need to be aware that if their child requires physical intervention, it is likely that their future education during this pandemic will be provided offsite, either at External Provision or in their homes via remote learning.

This is not a decision that has been taken lightly, but one that we feel is in the best interests of the pupils and staff for whom we have a duty of care

## **What will the curriculum look like?**

Pupils will continue to follow the same range of subjects in school which make up the broad and balanced curriculum the school offers, we have been working hard to make our curriculum bespoke so that it has a clear sequence of skills, knowledge and understanding to help pupils prepare for adult life.

The focus of our curriculum initially will be to reestablish routines and rituals and re-engage pupils in learning. Pupils' interests and motivators should be considered as a way to remind them of how fun and exciting learning is and that school is an enjoyable place to be.

Class teachers will work with pupils to identify and fill in any gaps. We believe we are in a strong position to resume studies in school given the evidence we have seen whilst pupils have been at home and those that we have seen at school. Once we receive further details from the government regarding the catch up programme we will implement additional support as pupils need it.

The term 'Recovery Curriculum' has been adopted by Education Scholars to define the content of learning that should be in place when pupils return. However, this is a complex and multi-faceted concept that needs lots of planning and consideration. We will of course begin to plot what our Recovery Curriculum will consist of and roll this out over time. Essentially the world has changed significantly for all our children and young people and for many this will result in lasting trauma and the beginnings of a grief process. Not forgetting those pupils who may have experienced a bereavement related to the global pandemic. Reminding ourselves and our pupils of our school values including kindness, will be the first step towards helping them to readjust to their environment. Being mindful of a compassionate and caring response which allows pupils to process their situation will also be paramount in supporting them.

Our school curriculum will continue to be implemented and planning will reflect this. Pupils are grouped in pathways and phases and according to the correct curriculum so they can access the level that is appropriate for them.

We are committed to providing a relevant and rich curriculum at the core of which are opportunities for pupils to develop communication, cognition, emotional health and wellbeing and personal development. Our curriculum is pupil-centred, creative, flexible and designed to be relevant and meaningful. It will provide opportunities for active engagement, curiosity and enjoyment.

There is an expectation that lessons will be structured and organised, have clear intentions and implementation will reflect the needs of pupils.

## **Spiritual, Moral, Social and Cultural Education**

Our school values have been at the heart of our journey over the last few months and they continue to be fundamental to what we believe our children should be taught. We will not bring pupils together in large groups unnecessarily but ensuring we continue to encourage a sense of community and belonging we will have a virtual assembly every week to celebrate successes and embed the school values. Every class will have a period of reflection everyday, which involves reviewing their learning.

We will continue to encourage and promote community events across the whole school but will adapt how these are carried out, using new technologies across the school will be

encouraged.

Whilst DfE guidance advises that schools can resume non-overnight domestic educational visits we have decided to limit educational trips and visits for the first term initially. We will review this for the Spring term. These means pupils will not access swimming, hydrotherapy or horse riding.

We may make use of local outside spaces to support delivery of the curriculum and will undertake full and thorough risk assessments in relation to this to ensure they can be safely done.

## **Changes and adaptations**

The school will continue to follow the latest government guidance. This is a very fluid situation and the school reserves the right to make changes to any of the plans outlined in this document. With any changes we make we will try to communicate these with you as quickly as possible and please ensure you have provided the school with the most up-to-date contact details.

## **Communication with parents**

Teachers will continue to communicate with parents using Class Dojo, we also put all whole school correspondence on the school website. Information is also shared via email and text services therefore it is vital that we have the most current information relating to this.

Your first point of contact is your child's Class Teacher and through Class Dojo. Apart for Attendance - please see the section on this for details. Teaching staff prioritise being in class with pupils during the day, but will get back to you at their earliest convenience.

You can also telephone or email school and leave a message with the reception team.

If your teacher is unable to help the Pathway Leader would be your next point of contact. The Pathway Leader will be able to direct other enquiries onto relevant staff from the Senior Leadership Team where necessary.

We are only able to grant access to parents and carers who have legal parental responsibility for your child. Please talk to us if you feel this could be difficult for you.

[\*\*And finally.....\*\*](#)



Finally, we would like to say a heartfelt thank you, for the kind messages of support throughout this challenging period, everyone has had to make decisions both personally and professionally that have not sat easy. Some days we could not see the light and other days were brighter but we are almost out of the tunnel and looking forward to the future.

We are immensely proud to work alongside you, supporting your child to be the best version of themselves and reach for the stars.

We look forward to welcoming everyone back in September, bringing life back into the school buildings again.

