



1 September 2020

Dear parents/carers

**RE: SEPTEMBER OPENING**

We are absolutely delighted to be welcoming all students back on **Wednesday 9 September**.

I would like to take this opportunity to formally welcome our Year 7 students and their parents/carers to the Harrogate High School community. We have enjoyed getting to know our caring and courteous Year 7s as part of the transition days this week.

I have included the below information that has been updated since the end of last term, as a reminder of the measures in place to ensure the safety of staff and students. Our staff have worked very hard to ensure detailed risk assessments and control measures are in place and the Intervention Board and NSAT Trustees have confirmed that school is ready for opening.

The government have sent useful up to date advice for parents/carers that can be found at;

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

**Changes from September:**

- Government guidance indicates that students should remain in year groups and should not mix with other year groups, to reduce the chance of transmission. As a result, there will be a **staggered start and finish time for each year group**, that must be strictly adhered to.
- All staff and students will follow the **one-way system on corridors** in school.
- Vertical mentor groups will temporarily move to **year tutor groups**.
- Key Stage 3 (Years 7, 8 and 9) will remain in their tutor group class in a set zone for all lessons other than Physical Education. Specialist teachers will move, rather than students.
- Key Stage 4 (Years 10 and 11) will attend lessons in their zone area and will also use specialist classrooms, where needed in the curriculum.
- Students will have break and lunch with peers from their year group only, using either the sports hall or school hall. Break will be staggered throughout period 2 and we will continue to stagger lunch over period 4.
- After school enrichment and trips will not be running until further notice.
- Each year group will have an allocated unisex toilet area, supervised by staff.

**Face masks**

As a result of the most recent government advice, our Trust has taken the decision that all secondary school children, staff and visitors will wear face coverings:

- when moving to lessons e.g. corridors
- at social time, unless outside or when dining.

Students and staff are not required to wear face coverings in lessons, unless they wish to do so. Staff may choose to wear a face mask or visor in a lesson and will also wear a mask during their duties inside the school building.



Whilst we will provide all students with a disposable mask on the first day back, we would be grateful if students could bring with them some disposable masks or reusable masks each day. These must be plain and should not include logos, symbols etc.

We will model to staff and students the correct way to wear and dispose of masks, however we have also attached some guidance, if you could please reinforce this with your child.

### **Video for students**

We have again attached the video link for students which summarises the arrangements for September. All information is still accurate apart from the updated face mask advice above.

<http://www.harrogatehighschool.co.uk/student-information-for-september/>

The following details are provided for each year group:

#### **Year 7**

- Arrival time: 08.10
- Line up at the front entrance (Reception)
- 8.30 Attend a Year 7 tutor group (linear groups e.g. humanities)
- Zone-Humanities Room 101-105
- Toilets-Ground floor (orange)
- 2.25 finish school

#### **Year 8**

- Arrival at 08.15
- Line up at the front entrance (Playground)
- 8.30 Attend a Year 8 tutor group (linear groups e.g. humanities)
- Zone- MFL and English 107-112
- Toilets-First floor (orange)
- 2.30 Finish school

#### **Year 9**

- Arrive at 08.15
- Line up back entrance
- 8.30 Attend a Year 9 tutor group (linear groups e.g. humanities)
- Zone-Maths, Technology and Art 201-205
- Toilets-Second floor (orange)
- 2.35 Finish school

#### **Year 10**

- Arrive at 08.30
- Line up at the front entrance (Reception)
- Lesson 1 starts at 8.45, Year 10 tutor group from 2.30-2.45
- Zone-English 113-118
- Toilets-First floor (green)
- 2.45 finish school





### Year 11

- Arrive at 8.30
- Line up at the back entrance
- Lesson 1 starts at 8.45, Year 11 group from 2.30-2.50
- Zone-Science 206-214
- Toilets-Second floor (green)
- 2.50 finish school

Student timetables will be sent to their school email this week. If your child is unable to access their school email, please contact [admin@harrogatehighschool.co.uk](mailto:admin@harrogatehighschool.co.uk)

### Hygiene

Students will be encouraged to wash and sanitise hands regularly.

- All equipment and work areas will be cleaned after use.
- Full time cleaners will be on site to ensure regular cleaning takes place.
- 'Catch it, bin it, kill it' essential and reinforced by all.

On arrival to school, students will line up on marked lines (2m apart) and will wash hands for at least 20 seconds at the temporary outdoor sinks provided at the front and back of school. Students must go straight to their form or lesson on arrival to school.

### Equipment

Students will be provided with:

- a mini whiteboard and marker;
- a bottle of antibacterial hand sanitiser, that can be replaced when empty;
- a purple pen for self-assessment in lessons;
- their timetable and a planner, and
- a disposable face mask.

Students must bring their own bag (that should fit an A4 folder) and pencil case which should include a minimum of; a pen, pencil, ruler and rubber. Students should also bring a basic geometry/maths set including protractor, ruler, compass and set square. A scientific calculator is also required (e.g. Casio FX-85GTX GCSE).

### Uniform

Students will attend in full uniform; however, students are able to attend school in full PE kit **only** on days where they have PE or dance. Government advice indicates that where possible PE lessons should be outside, therefore we would advise purchasing the outdoor base layer or PE hoodie from Rawcliffes, if your child doesn't have this. Should you require any further financial support at this time, the school can also lend outdoor HHS clothing to students for PE lessons.

### ParentPay and School Meals.

Students will be issued with a pin number in their form group, which will be used when ordering food at break or lunch time, therefore student accounts should be topped up using ParentPay. Should you have any issues, please contact [Bursar@harrogatehighschool.co.uk](mailto:Bursar@harrogatehighschool.co.uk)

### Learning packs

If your child was issued a paper learning pack during lockdown, these can be put into a box in Reception on the first day back.





### **Health information**

It is essential that we maintain the most up to date information about your child. Should your child have had any changes regarding their health records, that you have not previously reported, or if you wish to discuss provision for your child, please contact [nurse@harrogatehighschool.co.uk](mailto:nurse@harrogatehighschool.co.uk)

### **Transport**

The school bus will continue to run in September and face masks will need to be worn on the school bus and all other forms of public transport.

### **Breakfast Club**

Breakfast Club will continue to run from September. Any student can attend breakfast club, there is no cost. Students will be split into year groups for breakfast. If you wish your child to attend, please contact [admin@harrogatehighschool.co.uk](mailto:admin@harrogatehighschool.co.uk). Students must not arrive at school before 7.30am.

### **Student Support Officers**

Should you wish to contact your child's Student Support Officer, they can be contacted on:

Year 7-Mr Bull [sbull@harrogatehighschool.co.uk](mailto:sbull@harrogatehighschool.co.uk)

Year 8-Miss Smith [GSmith@harrogatehighschool.co.uk](mailto:GSmith@harrogatehighschool.co.uk)

Year 9-Mrs McWilliams [TRM@harrogatehighschool.co.uk](mailto:TRM@harrogatehighschool.co.uk)

Year 10-Mr Nicholson [MNicholson@harrogatehighschool.co.uk](mailto:MNicholson@harrogatehighschool.co.uk)

Year 11-Miss Pattinson [APattinson@harrogatehighschool.co.uk](mailto:APattinson@harrogatehighschool.co.uk)

On behalf of all staff at Harrogate High School, thank you once again for your ongoing support with your child's education and wellbeing at such an unprecedented time.

We are incredibly excited to see all our students again and hope that they enjoy the rest of their summer holiday.

Yours faithfully,

**Mrs C Clarke**

Head of Academy

Enc. Government advice-face masks





## Government advice- How to wear a face covering

A face covering should:

- cover your nose and mouth while allowing you to breathe comfortably
- fit comfortably but securely against the side of the face
- be secured to the head with ties or ear loops
- be made of a material that you find to be comfortable and breathable, such as cotton
- ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used)
- unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged

When wearing a face covering you should:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on
- avoid wearing on your neck or forehead
- avoid touching the part of the face covering in contact with your mouth and nose, as it could be contaminated with the virus
- change the face covering if it becomes damp or if you've touched it
- avoid taking it off and putting it back on a lot in quick succession (for example, when leaving and entering shops on a high street)

When removing a face covering:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing
- only handle the straps, ties or clips
- do not give it to someone else to use
- if single-use, dispose of it carefully in a residual waste bin and do not recycle
- if reusable, wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric
- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed

