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**Headmaster:**  
Mr DS Northwood, M.A., M.Ed.

**The Nelson Thomlinson School**  
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**CA7 9PX**  
*...still "outstanding"*  
**(Ofsted, May 2013)**

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Dear Parents/Carers, Staff and Governors,

Having published the gist of our plan for September, I now need to share with you some important updates and more detailed information. Given the fluid nature of the situation, there may well be further updates before term starts in September.

### Face masks

**On transport:** We have confirmation now that face masks must be worn by children using public transport but NOT on designated school buses organised by the school. Despite the Local Authority suggesting that social distancing rules do not apply on designated school transport, we will endeavour to keep year groups separate by allocating seating areas. If the situation changes between now and September, we will of course update you.

**In Food Technology lessons:** Because of the cramped conditions in Key Stage 3 Food Technology lessons, the fact that they will need to work in such close proximity and will not necessarily be able to face the same direction much of the time, there is an increased risk of virus transmission. **We will therefore be expecting pupils to wear face masks and aprons for these lessons (Year 7 after half term, Years 8 and 9 from September). We will provide disposable face masks and aprons every lesson just before they start practical work**; children may choose, of course, to bring their own non-disposable mask if they wish. (Staff in these lessons will have visors as well as face masks for additional personal protection.)

**Generally:** Parents/Carers may wish their child to wear a face mask around school and this is perfectly acceptable but there is no obligation here. Staff may choose to wear a face mask and we have put in an order for 100 non-disposable ones; these should arrive before September.

### Year 11 'bumbags'

Because Year 11 do not wear blazers and yet might need more 'pocket space' for the increased list of E4L items (which include a small bottle of hand sanitiser), I am allowing pupils to wear 'bumbags' for this purpose. These must be predominantly black, discreet and relatively small in size, as per the photo below:



### Wet breaks and lunchtimes

Pupils will go to their Form room at break/lunchtime in inclement weather. They will not be allowed to wander around the school or hang around in corridors. **The ringing of the school bell just before the end of P.2/P.3 will indicate 'wet break/lunchtime'.** (Normally, these days, we do not have a school bell to indicate lesson changeover.) Given the increased likelihood of pupils being asked to use outside spaces before school, at break and at lunch if the weather is dry, **parents/carers should ensure that children are appropriately dressed before they leave for school and have a coat that keeps them warm and dry.** Ideally, Form Tutors will supervise children in Form rooms during wet weather but we will also have more duty staff around the site to assist here.

### Toilets

In line with the LA guidance, each year group will be allocated a 'toilet block' for their use only. Detailed information will be shared with pupils on their first day in September. Entrance doors will have clear signs to indicate which year group is allowed in.

### Practical lessons in Science

As an additional precaution, practical lessons that require the sharing of equipment will be avoided where possible, at least up until October half term. (See the Science section of our risk assessment on the website – to be published shortly.) We are still awaiting more specific guidance from CLEAPSS (A consortium of local authorities for the support of practical Science, D&T and Art) and will update you in due course if necessary.

### Practical lessons in Art

These will continue as normal but with some restrictions on the sharing of equipment, some of which will need to be cleaned at the end of the lesson. (See the Art section of our risk assessment on the website – to be published shortly.)

### PE/Games and changing facilities

Our current thinking is that pupils doing PE will be able to change as they normally would but they will use different facilities to enable us to alleviate over-crowding. We will review the situation at the end of week 1 and then may allow some groups to come to school already changed. We will update you in due course. (See the PE/Games section of our risk assessment on the website – to be published shortly.)

### Lessons in computer rooms

We are currently creating a short video that will show pupils how to look after themselves in a computer room, clean the keyboards etc. The booking of computer rooms by other subject staff will

also be restricted. This is partly to reduce movement around school, but with pupils having been subject to so much screen time over the last few months, we are also trying to encourage more face-to-face communication.

### **Pupils facing the front**

A number of changes have had to be made to the layout of rooms and our work on this will continue over the summer. Staff using these rooms will be sent photos of the table arrangements so that they can devise their seating plans for each class.

### **Staff rooms**

We are limiting occupancy in these rooms and removing excess furniture here as a further measure to ensure social distancing. There will be clear signage on the doors to indicate the maximum occupancy allowed.

### **Homework Club**

This will run as normal after school in the Library between 3.30pm and 5.00pm. Year groups will be separated and this will mean limited access to computers.

### **Uniform**

From September, all pupils will be expected to wear full uniform as per the school rules.

### **Illness**

Unfortunately, children do become ill in school, have a sporting injury or other mishap. Due to the increased pressure on use of medical rooms and reception staff, and an increased risk of virus transmission, we will be unable to accommodate pupils as has been the case in the past.

We also ask that pupils are not sent to school if they feel at all unwell and that pupils who are ill in school are collected without delay.

Kind regards,

A handwritten signature in black ink that reads "Dan Northwood". The signature is written in a cursive style with a large, sweeping flourish at the end.

Mr DS Northwood

Headmaster