



THOMAS MILLS HIGH SCHOOL

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Dear Parents

June 2020

IMPORTANT INFORMATION: Public Health – Coronavirus – LETTER 7 (OF 8)

Further to my last letter there have been further changes announced by the Government. This letter focuses on the school provision for pupils in Year 10 and Year 12. We plan to open from Monday 15th June to pupils in Year 10 and Year 12. However, as you will see, the school can only be open to one quarter of the cohort at any one time.

This letter should be read carefully by pupils and parents in Years 10 and 12. Although I think it is useful for other year groups to be aware of some of the considerations, you will be anticipating my eighth letter, next week, which focuses on the next phase of online/remote learning.

Latest Government Guidance

Below is the summary of the main changes which are contained in guidance published on the 25th May:

- Secondary schools should offer face to face support to supplement remote education.
- Scientific and medical evidence is that the numbers attending school should be controlled. “Therefore, schools are able to have a quarter of the year 10 and year 12 cohort in school at any one time.”
- Year 10 and Year 12 have been prioritised because they are preparing for key examinations.
- “We cannot return more pupils to secondary school at this time. This position will be kept under review...”

In addition, the guidance refers to the hierarchy of controls to create a safer environment. This includes:

- **Minimising contact with individuals who are unwell by ensuring that pupils or staff who have coronavirus, or who have someone in their household who does, do not attend school.**
- **Cleaning hands more often than usual.**
- Ensuring good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.
- Cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
- Minimising contact and mixing, as far as possible, by keeping pupils in small groups and altering the school environment.

School Re-opening Operations Manual

Since writing to you, we have actively explored how we can ensure an effective and as far as possible, safer educational environment to meet these new expectations. We have been able to create a new timetable for both Year 10 and Year 12 and further details are attached. This provision ensures that no more than 25% of the cohort would be in school at any one time.

We have created a *School Re-opening Operations Manual*. This document outlines the actions to minimize the risk of Covid-19 transmission. You must read the section for pupils and parents. We have also worked through a thorough risk assessment checklist from Suffolk County Council.

Below is a summary of key points from that document which I wish to bring to your attention:

- All pupils will be expected to follow reasonable instructions – some of which, for example around social distancing, may be new. Any pupil who does not follow such instructions and potentially causes fear, anxiety and/or undermines confidence in others can expect the highest of sanctions.



- **Pupils should not come to school if they or someone in the household displays any Covid-19 symptoms. They must self-isolate at home as advised by the Government.**
- There will be cleaning stations with hand sanitiser, tissues, wipes and lidded bins throughout the school.
- Pupils are not required to wear school uniform. Dress should be modest and appropriate for the school environment. The existing school guidelines on jewellery still apply.
- Pupils should bring their own bottle of water.
- Pupils should bring their own equipment.... And should not share with anyone.
- If pupils feel unwell for any reason they must notify their teacher.

I am sure you will understand the reason behind these controls as well as the others listed in the document. This is a 'dynamic' document – subject to change. I would inform you of any significant changes. I would expect some changes if, for example, the lockdown restrictions continue to ease.

The Curriculum Provision for Year 10 and Year 12.

Year 12

Attached to this letter is an outline timetable. The Sixth Form provision focuses on one A Level subject or a group of subjects per day. Students will have face to face provision for their chosen subjects, twice, over a five week period.

The Year 12 schedule is as follows:

- 11.20am – 1.00pm Arrival. Periods 3 and 4 - Register with class teacher.
- 1.00pm – 1.30pm Lunchtime
- 1.30pm – 3.45pm Periods 5 and 6.

Year 10

The Year 10 schedule (available only to 25% of the cohort at a time) is as follows:

- 9.00am – 10.15am Arrival. Period 1. Register with class teacher. *
- * On the first day (Either a Monday or a Thursday), pupils should enter the school via the Crush Hall where they will be directed to their first lesson.*
- 10.15am – 11.20am Period 2. Includes Break.
- 11.20am – 12.10pm Period 3
- 12.10- 1.00pm Period 4. *It is anticipated that most Year 10 students will depart.*

Our new timetable provides provision for all the core subjects and options over five days, spread across two different weeks.

In order to meet the requirement of four cohorts, we have temporarily split two tutor groups, 10 JWI and 10 HDI as follows:

- 10 ERI with 10 JWI (surnames A to J only to form JWI Group 1)
- 10 JCP with 10 JWI (surnames K to W to form JWI Group 2)
- 10 MHS with 10 HDI (surnames A to E to form HDI Group 1)
- 10 TMA with 10 HDI (surnames F to W to form HDI Group 2)

From the timetable, you should be able to work out when the tutor groups are scheduled to be in school. However, for clarification:

ERI and JWI (Group 1)	Monday 15 th June to Wednesday 17 th June Thursday 2 nd July to Friday 3 rd July
JCP and JWI(2)	Thursday 18 th June to Friday 19 th June Monday 29 th June to Wednesday 1 st July
MHS and HDI(1)	Monday 22 nd June to Wednesday 24 th June Thursday 9 th July to Friday 10 th July

TMA and HDI(2)	Thursday 25 th June to Friday 26 th June Monday 6 th July to Wednesday 8 th July
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The other piece of information which will be useful to you are the option subjects. You can identify your son or daughter's chosen subject from their previous timetable (Sept '19 to March '20).

Option 1 (was Thursday Periods 3 and 4)	<i>Art, Business, Geography, German, History, DT, Latin, PE, Textiles</i>
Option 2 (was Thursday Periods 1 and 2)	<i>Art, Business, Food, Geography, History, RS, DT, Music, Textiles</i>
Option 3 (was Tuesday Periods 5 and 6)	<i>Art, Computer Science, Geography, History, Media, DT, PE, RS, Textiles</i>
Option 4 (was Friday Periods 5 and 6)	<i>Business, Computer Science, Geography, History, Drama, Food, Music, Spanish</i>

I appreciate that all this will, at first, appear quite complicated. However, a further reading, possibly with a highlighter will help! We are currently finalising staffing, rooming and group lists. Departments are planning their provision. Although there will be some continuity of staff there will be some changes. Almost certainly one change is that we have welcomed (albeit in extraordinary circumstances) Mr Sparkes as Head of Resistant Materials (who replaces Mr Thompson).

Next Steps

Parents who will require school transport must email Elaine Parocki (eparocki@thomasmills.suffolk.sch.uk), **by 12.00pm on Tuesday 9th June**, so that she can liaise with Passenger Transport about the routes which are required. Please ensure you include details of the dates which transport will be required on and also which bus your child would normally travel on.

It is really important that parents of Year 10 and Year 12 complete the following online form by 12pm Thursday 11th June.

<https://forms.office.com/Pages/ResponsePage.aspx?id=bAZ96jw-P0uqQxizW8eYR6UK658EWR1DgbZpIXaNcmhUNktHQzBUSjQzREdZUEg0UjFSSks2TzQ4RC4u>

As it is unlikely that I will be able to engage in individual responses at the moment, if there are common questions that emerge, I will write to you again with further details about the provision. However, I have made the commitment that my next update correspondence – letter number 8 - will focus on remote learning for all pupils.

I am sure you will also understand that there are important planning considerations for September and beyond. To this end, Mr Ward will be principally focussing on the school timetable for 2020/2021 and Mr Wheeler is overseeing the next phase of the remote learning.

For all of us this been an extraordinary period to have experienced. As different debates and decisions emerge, it is hard to know who to follow – politicians, scientists or journalists? We do follow Public Health England and while there is clearly no exact path to recovery I am hopeful that we have developed a thorough response for a safer and successful education for the weeks ahead.

Although I do not expect to see 'business as normal' for some time you have our assurance that we will continue to assess all the future announcements so as to prepare for a safer and successful face to face education for all pupils.

In the meantime, thank you for your continued support. I trust that you and your families are staying well.

Yours sincerely



P J Hurst
Headteacher

