



31st July, 2020

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Learn from Home: <https://www.nortoncollege.net/learnfromhome>

Safeguarding: <https://www.nortoncollege.net/safeguarding>

<https://www.gov.uk/coronavirus>

Dear Parents and Carers,

College re-opening for all students: September 2020 – update, 31st July

In this letter I would like to share with you further information regarding our plans for re-opening in September.

Parent and student protocols

I hope you have had the chance to read through the parent and student protocols that are on the website at:

<https://www.nortoncollege.net/september2020>

I would like to draw your attention to some of these protocols. They have been written in order to keep students and staff as safe as possible and they must be followed in full.

- On no account should any student with **COVID-19 symptoms** come to school. You will be aware of the new rules regarding self-isolation, and these must be followed.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

- **Students from different bubbles must not travel to school together.** This means that students in different year groups, unless they are from the same household, must not be brought to school in the same car, for example. Students are encouraged, wherever possible, to walk or cycle to college.
- **Parents must not enter the college grounds** without a prior appointment. This includes parents who may have brought students to college by car. If you do bring students to college by car, please drop them off a suitable distance away from the college gates and not directly outside. This will reduce congestion at the gates.
- **Students should not wear face coverings in college.** The government has provided information for parents and carers here:

<https://dfemedia.blog.gov.uk/2020/07/27/the-departments-position-on-face-coverings-in-schools/>

- In order to increase ventilation, **doors and windows will be kept open where possible.** This may mean students have to wear outdoor clothing occasionally, under the direction of teaching staff, and only with their permission – please ensure students are equipped with suitable clothing in order to keep warm.
- **The use of mobile phones will not be allowed at any time on site.** This is a change to current policy; the new rule is designed to reduce the risk of transmission from mobile phone screens. Phones must remain switched off and must remain in bags or pockets at all times, including break and lunch times. Parents must not contact their children by their mobiles but must contact college reception.



- **Students will be escorted to and from toilets during lesson time** in order to avoid contact with other students.
- **Water fountains in school will not be available**, due to the risk of contamination, so students need to bring their own water with them.
- **Students are encouraged to bring a packed lunch if at all possible.** Free school meals will, of course, be available to those entitled to them.

The full protocols are available on the college website, on the page linked above, and you are asked to read these carefully and ensure that you and your child are familiar with them and that these protocols are followed in full. It is vital that all parents/carers and students follow the guidelines completely. Not to do so is to risk the safety of other students and staff, and to risk spreading the coronavirus between different bubble and potentially to take the virus home and into the community. We will all have read the news about local lockdowns today in some parts of the North of England and each of us must do all we can to reduce the risk of the spread of this virus.

Zones and one-way system

On the college website, at the page linked above, you will find plans of the college site showing the zones in which students will be based, and the one-way flow system that will operate when students and staff move around the site. These plans also show the entrances to college that students will use. Please share these with you your children – they may be more familiar with the site than you!

Risk assessment

As I mentioned in my earlier letter, a full risk assessment has been carried out for the September re-opening. This is to be approved by the Local Authority and the governing body; once it has been approved, it will be available on the college website, should you wish to see it.

Safeguarding

During the summer holiday, should you be concerned about the well-being of a child, information is available on our website. If you are concerned regarding the safety of a child, and they are at imminent risk, please use the emergency services: phone 01609 780 780 to make a referral to children and family services.

Keeping children and young people safe online is, I'm sure, a priority for you, and, with this in mind, the following are recommended links to CEOP ([Child Exploitation and Online Protection command](#)) articles intended to offer updated information and advice for parents/carers.

[Parent's guide to watching videos online](#)

[Teens and the sexual content on social media](#)

[What to do if your child has seen something inappropriate online](#)

Parents tell us that it can be difficult to keep up with the latest apps and services that their child may be using online. CEOP's Parent Info summary of 6 of the most popular apps and services is recommended to help you understand how they are used and what risks there are:

[The 6 apps and services that every parent should know about](#)



You can access CEOP home activity packs for use with children and young people on their website too.

Finally...

Please remember to check the webpage for further updates during the summer holiday:

<https://www.nortoncollege.net/september2020>

We aim to provide further updates around the middle of August, and again at the end of August.

Yours faithfully,

Yours faithfully,
Dr S R Carson
Head teacher