



EMMANUEL COLLEGE
Emmanuel Schools Foundation

5 March 2021

Dear Parents/Carers

We are very much looking forward to welcoming students back on Monday and Tuesday next week. I know that while there have been positive aspects to the last few weeks, young people and their parents are more than ready to get back to normal! I want to take this opportunity to highlight some important points in advance of next week.

Expectations

You will be reassured to know that we will be paying particular attention to ensuring that students return to College with an understanding that the highest standards of conduct are expected. This is particularly important in the face of ongoing risk in relation to the transmission of coronavirus. It is essential that students aim to maintain at least 2m distance at all times where possible and that they continue to adhere to the restrictions on movement in College. They should take particular care with hand hygiene and adhere to our expectations in relation to face coverings.

A **face covering** can help to prevent your respiratory droplets from reaching others. No one likes wearing a face covering but we wear them mainly to protect others. There is strong agreement amongst public health officials, health and safety experts and the Department for Education that wearing a face covering is an important part of continuing to tackle the coronavirus pandemic in our communities. Face coverings are available in school should students forget theirs or need a replacement.

Face coverings *should* be worn:

- By all staff, students and visitors in indoor areas outside of classrooms *at all times* apart from when eating or drinking or participating in physical activity
- By all staff, students and visitors in classrooms *unless a distance of at least 2m can be maintained*
- On the bus on the way to and from school or in cars where car-sharing is unavoidable
- By staff when supervising students while on duty *unless a distance of at least 2m can be maintained*
- By parents/carers or visitors to College *unless a distance of at least 2m can be maintained*

Some individuals are exempt from wearing face coverings and staff will be sensitive when ensuring compliance with this guidance. It is recognised that wearing face coverings for long periods of time can cause discomfort. Students will be permitted to go to the toilets during lessons if wearing a face covering is causing significant discomfort and they need to clean their face. If students use clean hands and the appropriate and safe process, they can remove face coverings in lessons for a short or extended period. If a face covering is causing significant physical discomfort or is significantly impacting on an individual's mental health, it is better that they are not worn.

Safe wearing of face coverings requires us to:

- Clean hands before and after the removal or putting on of a face covering
- Avoid touching the front of the face covering during use or when removing it

- Dispose of temporary face coverings in a 'black bag' waste bin (not a recycling bin)
- Store reusable face coverings in a sealable plastic bag for transport home before washing

Arrival and departure

Students should arrive at their allocated arrival time and will be dismissed at their allocated departure time. They should come straight into College at the start of the day and at the end of the day should travel straight home.

Year 11 and Year 13 students are under particular pressure at this time and as such, to provide some additional time, we are asking all students in Year 11 and Year 13 to remain in school until 16:00 each day (14:30 on Friday). They will use this time to work independently on revision in their tutor rooms. Some staff will be able to offer additional support during this time as required. Year 13 students may remain on-site until 17:30 if that is helpful for them. I recognise that there is much more to say to Year 11 and Year 13 students about awarding grades. We will cover this with students and share more information with parents next week.

Term dates

I would like to remind all parents and carers that this term ends at 16:00 on Thursday 1 April. The summer term commences on Monday 19 April and ends at 14:30 on Friday 16 July.

We do not yet have confirmed departure dates for Year 11 and Year 13 students, but I can confirm that they will not need to attend College after Friday 18 June.

Yours sincerely

Matthew Waterfield
Principal