

CBT/LD

17 June 2020

Dear Parent/Carer,

I hope you and your family are safe and well and are not finding the current situation too difficult. This letter contains a lot of information so I would be most grateful if you would read it carefully.

#### Virtual lessons

I hope your child is enjoying our virtual online lessons with 'face to face' teaching and that the increase is a welcome addition to the work set and marked by teachers. The timetable for these 'face to face' lessons taught by your child's subject teacher is available on our website so you can make sure your child doesn't miss any lessons. Students in Year 10 are currently receiving between 6 and 9 'face to face' online lessons, plus work set and marked for another 20+ lessons, as well as email contact. Students in Year 12 are receiving between 3 and 6 'face to face' online lessons plus work set and marked for another 12+ lessons as well as email contact. Year 12 lessons are longer than Year 10 lessons.

I have dropped in to some of the online 'face to face' lessons and monitored the quantity and quality of student work and would like to take this opportunity to say how pleased I am that so many students are working so hard in what we know are difficult circumstances – well done! There are a small minority of students who are not working or joining the lessons and I am disappointed that this is the case – Heads of Year are having conversations with these students about how we can help them engage and what support they may need. These students and parents/carers should be aware that government guidance has changed and now states that students who have not been able to engage in lessons during lockdown may need to re-sit the year.

#### Support

If you need any support at this time please do not hesitate to contact our student support team (Mr Phizacklea, Mrs Akred and Ms Jackson) using the email addresses on our website – <https://www.energycoastutc.co.uk/about-us/utc-team>.

You can also request an appointment with our UTC counsellor through student support or access the free student counselling service provided by Kooth - <https://student.kooth.com/>

A list of other support which is available locally can be found here –

<https://www.energycoastutc.co.uk/images/news/Covid19/Safeguarding%20&%20DA%20flyer%20for%20Cumbria%20residents.pdf>

#### Reopening of the UTC

You will be aware that the UTC has been open for children of critical workers and those students who are vulnerable or on an Education Health Care Plan (EHCP) since 1 June 2020, and that prior to this the provision was provided at the local hub. If you/your child is in one of these groups and would like to attend the UTC please let us know by emailing [enquiries@energycoastutc.co.uk](mailto:enquiries@energycoastutc.co.uk). You must book a place to attend this provision so we can staff the UTC appropriately. A list of critical worker jobs is available here: <https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

From Monday 22 June this will run full time, 8.30am – 4.00pm. Students attending this provision will work in the hall, on their own table, 2m apart from other students. They should bring their own pen, pencil, laptop etc. and will follow the home learning programme (including online lessons). Normal school rules will apply – for example, students not using their ‘phones during lesson times. Students will need to bring a packed lunch which they may eat at their table. Further details of this programme are at the end of this letter.

### Wider reopening

We have spent some time looking in detail at the best options for students, in line with the government’s recommendation that all students in Years 10 and 12 should get some ‘face to face teaching’ from June or July. We have also looked at the government’s guidance to schools, the local R rate and our own risk assessments and have tried to balance providing high quality lessons with keeping students and staff safe.

We have established that, in order to follow the government’s strict rules on social distancing, if students in Years 10 and 12 were to come back in to the UTC they would only be able to physically attend one day a week. This would mean one fifth of the cohort attending on Monday, another fifth on Tuesday etc. If we followed this course of action, students would receive lessons on the day they were at the UTC but would not receive lessons for the other days of the week, as all teachers would be involved in delivering lessons to small groups of other students who were physically at the UTC.

Last week governors spent a considerable amount of time discussing whether we should reopen the UTC for a fifth of students at a time – where students would receive 5 lessons a week on one day a week - if it meant they would not receive lessons for the other 4 days of the week, and whether this compromise was worth it. The alternative was to continue the online home learning programme and increase the number of ‘face to face’ online lessons a week. We have decided on the following course of action.

### Plan for the last four weeks of term, starting 22 June 2020

- The UTC will remain open for Year 10 and 12 children of critical workers and those students who are vulnerable or on an Education Health Care Plan (EHCP) – please see details at the end of this letter.
- All other Year 10 and 12 students will continue with their learning from home programme – with an increased number of ‘face to face’ online lessons
- The number of ‘face to face’ online lessons will increase to a minimum of 2 lessons per subject, per week.
- This will give a minimum of 13 ‘face to face’ online lessons, plus work set and marked for another 18 lessons, per week for Year 10.
- This will give a minimum of 6 ‘face to face’ online lessons, plus work set and marked for another 12 lessons, per week for Year 12.
- This provision will continue from 22 June 2020 for 4 weeks until the end of term on 17 July 2020 – unless government guidance to schools changes.

I understand that this may be disappointing for some students, however we have tried to ensure that all students receive the most lessons possible, delivered in as safe a way as possible. If you have any concerns or comments about this approach please do not hesitate to get in touch.

Summer holiday provision

We are aware that the government have publicised summer catch up sessions for students however, at the time of writing this letter, we currently have no details about what this may entail.

Year 11 and 13

As you will be aware, Heads of Year have been in touch with you/your child regarding end of year leavers' hoodies. In addition we have now booked some tentative dates for leavers' celebrations and to say our proper goodbyes - these are in October. As soon as we know whether government restrictions have lifted sufficiently to allow these celebrations to take place, and therefore whether they are likely to happen, we will inform you.

Thank you for your continued support and I trust you will stay safe and well. If there is anything further we can do to support you at this time please do not hesitate to let us know.

Yours faithfully,



Cherry Tingle  
Principal

Guidance for children of critical workers and those students who are vulnerable or on an Education Health Care Plan (EHCP) to return to school

Students in one of the above groups will be able to attend the UTC every day from 8.30am – 4.00pm.

Unfortunately we cannot provide transport to the UTC so parents will be responsible for transport arrangements. If public transport is to be used, the current government guidelines should be followed – at the time of writing the advice is to wear a face mask on public transport.

All bags/equipment etc. transported between home and school should be wiped with disinfectant/antibacterial wipes or hand sanitiser at the beginning and end of the school day.

There will be no food or drink provided at the UTC. Students who are entitled to free school meals will still receive their vouchers. Students may bring a packed lunch, some healthy snacks and a bottle of water with them.

Students should also bring a pen, pencil, ruler, calculator and their laptop. Laptops are still available to loan to students who need them – please contact [enquiries@energycoastutc.co.uk](mailto:enquiries@energycoastutc.co.uk) for further details.

Students do not need to wear uniform but should wear appropriate clothing for a school setting.

Students may wear a face mask if they wish, although at the time of writing the latest government guidance states this is not necessary.

Students will arrive at the UTC and remain at least 2m apart at all times. A queueing system will be in place for entry to the UTC to ensure this.

Staff will wear face masks and use hand sanitiser on entry and on leaving the UTC, and before and after handling any item passed to students. The rooms and equipment students will use will be cleaned thoroughly both before and after use.

Students will use hand sanitiser on entry to the UTC and will go straight to the hall. They will have an allocated seat and individual table, at least 2m away from any other table.

Students will need to remain at their allocated table during all the time they are at the UTC. In between lessons students will remain at their table, and may have a snack or water if they have brought these.

There will be a lunch break where they may eat their packed lunch, at their table.

If students wish to use the toilet they may do so, one at a time and following staff instruction, maintaining social distancing.

Normal school rules will apply – for example, students may not use their 'phones during lesson times.

At the end of lessons students will be dismissed, one by one, by UTC staff.

Any student who displays any coronavirus symptoms (<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>) whilst at the UTC will be isolated and parents will be asked to collect them.

If any student or member of staff who has been at the UTC tests positive for coronavirus, parents of other students in the same group will be informed, and students in that group should self-isolate for 14 days.

**If my child is a child of a critical worker, is vulnerable or on an Education Health Care Plan (EHCP) and wishes to return to the UTC both myself and my child accept that:**

- I am responsible for transport of my child to and from the UTC.
- My child will abide by the safety rules set out by the Energy Coast UTC to assist in preventing the spread of coronavirus including:
  - Keeping at least 2m away from all other students and all staff at all times.
  - Using hand sanitiser/hand washing when requested to do so.
  - Using hand sanitiser (available in reception) on entering and before leaving the UTC.
  - Only using equipment as instructed by UTC staff.
  - Only entering areas of the UTC as instructed by UTC staff.
  - Not touching other items at the UTC.
- I will also ensure that:
  - All my child's bags/equipment etc. transported between home and school are wiped with disinfectant/antibacterial wipes or hand sanitiser at the beginning and end of the school day.
  - My child will follow all instructions and requests from members of staff, and that I accept there are sanctions in place if they should fail to do this.
  - I will not send my child into school if they are unwell or if they have been in contact with anyone who has been displaying coronavirus symptoms.
  - If I need to enter the UTC building I follow the same rules as above.
- I also understand that if my child displays any coronavirus symptoms whilst at the UTC they will be isolated and I will be asked to collect them.