



Important Information for September 2020

Dear Parents /Carers

As we approach the return to school following our closure due to Coronavirus, I thought it important to inform you of some of the changes which will be necessary at the start of the Autumn Term. These changes have been made in order to make our school as safe as possible for all members of our school community. The running of the school will be kept under regular review and further amendments may be necessary as we move forward. For new or additional information please regularly visit our website <https://ctk.lancs.sch.uk/> and follow us on Facebook and/or Twitter.

In the meantime I hope that you find the following information helpful and I look forward to welcoming your child back to school for the start of term.

Mr D Callagher

When does the term begin?

Thursday 3 rd September	8.40am	Year 7 only
Friday 4 th September	8.40am	Year 7 only
Monday 7 th September	8.40am	Years 7 - 11

Will there be changes to the timing of the school day?

School will begin at 8.40am and finish at 3.00pm as normal. We will inform you if this changes.

Is attendance compulsory?

From September it is the legal duty of all parents to ensure that their child attends school, attendance is not optional. We will resume our policy of following up on all unexplained absences and take additional measures where appropriate.

Will the school buses operate as normal?

Yes. There will be 2 dedicated 721 buses in the morning and after school. Where possible students are encouraged to walk or cycle to school or for parents to drop them off. The school bus should only be used where there are no other alternatives. Students using the buses must:

- Wear a face mask at all times whilst on the bus.
- Maintain social distancing wherever possible.
- Treat other bus users and Stagecoach staff with respect at all times.
- Behave in a manner which meets the expectations of the school's Behaviour Policy.
- In the morning get on to the first bus to stop and not wait for the second bus as it may already be full.

Fares are £1.20 for a single journey or £2.20 for a return.

Should my child wear a face mask in school?

At present the government advice is that the wearing of face masks by students is not necessary. We will keep you informed should this guidance change.

Will there be changes to the organisation of the school?

In order to enhance the safety of all members of the school community there will be significant changes to the day-to-day running of the school. Where possible, year groups will remain separate from each other. Year groups will be

taught in specific areas of the school with teachers rather than students moving around the school at change of lessons. This will help to maintain 5 year group “bubbles”.

Will my child’s sets remain the same?

Some changes to setting have been put into place to enable students to remain largely with the same group of their peers during lessons? Setting arrangements will be reviewed at an appropriate time.

Will my child still do practical subjects?

Practical subjects will still be taught. Teachers will take the students from their designated areas to the classrooms where practical lessons can be taught.

Will my child be in the same Tutor Group?

No. Because our Tutor Groups have students from each year we have had to make changes. Students will be in a Tutor Group with members of their own year group.

My child has special educational needs. Will they still receive support?

The Learning Support Department will continue to provide support and intervention for students. This will take place in a manner which avoids students from different year groups mixing.

What will happen at break times and lunch times?

Year groups will be allocated specific areas of the school where they must spend their break and lunch times.

Only “grab bags” of hot or cold food will be available at lunch time. These will be pre-ordered and collected from a specified location.

Will the school be taking addition measures to enhance the safety of students and staff?

Yes, every effort will be made to make the school safe for all members of the school community:

- Every child is expected to have their own hand sanitizer and will be encouraged to use it on a regular basis. Sanitizer will be available to buy from the school office at a cost of £1.
- Additional hand sanitizer stations will be situated around school. Regular handwashing should be undertaken by all members of the school community.
- An enhanced cleaning regime will be in operation.
- Social distancing will be encouraged wherever possible and practical. Please encourage your child to adhere to social distancing both in school and on the journey to and from school.
- Additional signage will be in place regarding movement around the school, social distancing and sanitisation. Please encourage your child to follow the advice and guidance which will be in place.
- Teachers and Teaching Assistants will teach from an area of the classroom which is 2 metres from the students at the front of the classroom.
- Teachers and Teaching assistants will spend a limited amount of time circulating in the classroom and will help students from a distance where possible.

What are the expectations with regard to school uniform?

We expect all parents to ensure that their child has full school uniform for September. Our official suppliers are:

Smart Schoolwear 54 Lancaster Road, Preston PR1 1DD Tel: 01772 200842

Top One Uniforms 39 St John’s Shopping Centre, Preston PR1 1FB Tel: 01772 200842

Please check our website for full details of our uniform expectations. Please note that extreme hairstyles (in respect of style, colour and length) are not acceptable, in particular closely or partially shaved heads, wedge or v-cuts with distinctive lines or tramlines and unnatural colours.

Please also ensure that your child has all the necessary equipment, including a scientific calculator. This is vital as we will be unable to lend equipment to students.

Will there be any extra-curricular activities?

There will be some extra-curricular activities but they will be limited to one year group at a time.

Study Support will take place for Year 11 students and we ask parents to support us in encouraging attendance. It is vital that Year 11 students make the most of this opportunity in what is such an important final year for them.

Will parents be able to come to the school?

Parents will be able to come to the school office but may need to be patient in waiting to speak to the office staff. Social distancing will need to be observed.

Meetings with staff will be by appointment only. This will enable us to put appropriate safety measures in place.