



15 July 2021

Rachel Hutchinson
Principal

Dear Parents/Carers

May I take this opportunity, on behalf of the staff and governors, to thank you for the support you have shown over the past twelve months. Our students have demonstrated such resilience in adapting to the many challenges to their learning patterns throughout this year. Having had the opportunity to reflect on the many achievements as part of the virtual graduation awards, alongside the regular good news stories and College Echo articles, I feel a sense of pride and admiration for the commitment our students have given to support the College and the teaching staff over the year.

I am pleased to confirm that we will be sharing your child's final Academic Report of this year with you over the next two days. All Year Groups will be issued by 5.00pm on Friday, 16 July. You will be able to access your child's Report via the SIMS Parent App and will also be sent a copy via email. For Year 12 students, their Report will be sent via post at the start of next week.

New leadership appointments

In preparation for the start of the new academic year, I would like to take this opportunity to provide a summary of new College developments. I am pleased to introduce three new Assistant Principal appointments to the Leadership Team:

Ms Imogen Martin	Assistant Principal, Sixth Form and Careers
Miss Charlotte Hanton	Assistant Principal, Personal Development and Wellbeing
Mrs Victoria Thornton	Assistant Principal, Literacy

The new academic year will also welcome the implementation of newly created College Director posts which will be introduced to each Year Team (7 – 11) across the College. The College Director posts will replace the current Academic Performance Leader roles to provide additional leadership responsibility for each Year Team. Each College Director will be responsible for monitoring the quality of education across their Year Teams, ensuring all students have a curriculum entitlement that provides the right rigour and expected high standards which will enable all our learners at Ivybridge Community College to thrive.

The College Directors will be instrumental in ensuring all students receive a comprehensive Character Education programme; providing personal, social and wellbeing support through a quality first Tutor Programme. The College Directors will line manage their Year Team Pastoral Leader who will be instrumental in ensuring students receive the right pastoral support by the right services within and beyond the College. As non-teaching roles, Pastoral Leaders will continue to support effective communication between College and home in a timely fashion.

We have also appointed Mrs Helen Reddy to the role of College Director for Enrichment. Many of you will already be familiar with her outstanding work both for the College and in the field of Gymnastics. This led to her being awarded a British Empire Medal in the Queen's New Year Honours list in recognition of her Services to Educational Gymnastics. We are delighted that Mrs Reddy will be broadening her leadership skills with the task of promoting and developing the wider enrichment opportunities for all students at the College. As part of this role, Mrs Reddy will embrace the work of the Director of Sports Academies across our main sporting disciplines.

We are all really excited about the year ahead and the new developments being provided to ensure all our learners continue to receive a quality first educational provision at the College. We appreciate this year has been a challenge for all of us and we are particularly proud of how our students have managed to cope against the many obstacles they have had to face. Thank you to you, their parents and carers. The partnership we have formed is vital in ensuring the success of our students.

The next section of this letter provides detailed information to support your child's safe return in September. I apologise for the lengthy nature of this communication and hope that parents/carers appreciate the

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importance of sharing the latest DfE guidance and the impact it will have to our working routines at Ivybridge Community College. We will also share these key messages as a pre-recorded presentation on the College website for those households who would prefer to listen to our updates.

General College updates

Year 7 will continue to have their own dedicated dining room and outdoor space (Peverall Area) for their breaks and older students will not be permitted into this area during this time. Year 7 students will also be permitted to use other recreational spaces across the College if they wish to meet up with friends and siblings.

As a result of overwhelming parent feedback and a significant increase in attendance numbers, we will continue to conduct **Parent Subject Evenings as virtual events**. We will seek other opportunities throughout the year to invite parents to attend organised events in order that you are able to meet with staff and share the wonderful learning displays and students' successes across the College.

Step 4 Government Guidance to all schools

The government has now published the actions schools leaders should take to reduce the risk of transmission of the coronavirus (COVID-19) in their school as the country moves to Step 4 of the roadmap. The full guidance to schools, which comes into effect from **16 August**, can be read [here](#) and the parent and carer information from the DfE can be read [here](#).

In accordance with the DfE guidance:

- All students aged between 11 and 18 years will be offered **two lateral flow tests (LFT)** upon return from the summer holidays. Both tests must be done **on-site** at College in an asymptomatic testing facility and return a negative result, with the first LFT having to be completed before returning to the classroom.
- The same students will have a **second LFT on-site, 3 – 5 days after their first test**, and they will be directed to leave lessons on a rota basis to do this.

Please refer to section 3. Lateral Flow Testing Arrangements for detailed information

- Upon completion of the second test, students will require no further on-site testing and **home testing will continue** to be encouraged **twice a week for all staff and students**. This guidance will be reviewed by the government at the end of September, and next steps confirmed thereafter.
- DfE guidance advised that face coverings will no longer be advised. However, the Prime Minister has released an updated notice (14/7/21) to say, 'we expect and recommend people wear a face covering in crowded and enclosed spaces where you come into contact with those you do not normally meet such as on public transport'. The DfE has consequently updated the operational guidance for schools which now recommends that face coverings are worn on dedicated transport to school or in College when prevalence of COVID-19 is high. This will be kept under review. **We would therefore, strongly recommend that staff and students continue to wear face masks on their return to the College in September during this period of uncertainty.**
- Good ventilation and hand hygiene remain important and the College will continue to provide hand sanitising stations in all classrooms and main entrances.
- Contact tracing within schools, unless contacted by NHS Test and Trace to help in the event of an outbreak of COVID-19, will cease.
- There will be no requirement for children (or for adults who have been double vaccinated) to self-isolate if they have been identified as a close contact of a confirmed positive COVID-19 case.

Arrangements for the start of the Autumn Term for all Year Groups

The recent government guidance recommends that schools stagger the return dates of Year Groups in September to support the capacity to deliver lateral flow testing to all Years. We have therefore made the following adjustments to the start of term arrangements:

The Year 7 and 12 students will undergo a full Induction Day Programme on Tuesday, 7 September. This will be a predominantly Tutor based day providing a thorough introduction to the Tutor Programme and main College systems and procedures to support their learning. All other students will receive a bespoke Induction Programme with their Tutors upon return to College and will then resume their normal timetabled lessons.

Our plan at Ivybridge Community College is to have everyone tested as least once and back into the routine of lessons in College by Thursday, 9 September 2021.

All new students to the College, no matter what Year Group, will be met by staff on duty who can advise them of where they need to go. Please be reassured that all new students will be given the time and support to settle in and get to know us.

Autumn Term Arrangements		
Date	College Arrangements	Lateral Flow Testing Centre
Thursday, 2 September	Main College closed	Years 12 and 13 Test 1 by appointment only
Friday, 3 September	Main College closed	Years 10 and 11 Test 1 by appointment only
Saturday, 4 September	Main College closed	Year 7 Test 1 no booking required
Sunday, 5 September	Main College closed	Year 7 Test 1 no booking required Years 8 and 9 Test 1 (pm) by appointment only
Monday, 6 September	Staff Professional Training Day	Years 8 and 9 Test 1 (am) Catch-up appointments
Tuesday, 7 September	Induction Day 1 Years 7 and 12 only Staff to meet and greet on the Track	Years 7, 12 and 13 Test 1 Catch-up groups
Wednesday, 8 September	Induction Day 2 Years 7, 10, 11, 12 and 13 only Staff to meet Years 10, 11 and 13 on the Track Year 7 to meet in Peverall Hall with Student Mentors Year 12 to meet in Tutor Rooms	Years 10 and 11 Test 1 Catch-up groups Test 2 commences
Thursday, 9 September	Induction Day 3 Years 8 and 9 return to College All Years in College Staff to meet Years 8 and 9 on the Track Year 7 to meet in Peverall Hall with Student Mentors All other Year Groups to meet in Tutor Rooms	Years 8 and 9 Test 1 Catch-up groups Test 2 commences
Friday, 10 September	Normal Lessons for all Years	Test 2 continues thereafter on a rota

Lateral Flow Testing Arrangements

If you are a new parent/carer to the College we would recommend that you take the time to review the **two short films on our website** which provide an overview of our facility and a simple step by step guide of the administration of the tests. [Link to two short films](#)

Our plan for testing students

In order to conduct mass testing in a safe and controlled manner we have planned to offer the **first lateral flow test to all students** from **Thursday, 2 September** in Year Group slots. We believe this is essential to ensure we can then **re-open to all students safely** on a **staggered return to face-to-face teaching**, in a calm and purposeful manner, **by Thursday, 9 September**.

To book TEST 1

New students starting the College in September: Drop in clinic

If you are new to the College from September, please come for your lateral flow test during your allocated Year Group slot as published in the table below. We will be running a 'first come, first served' system and ask for your support and patience during this process. We would suggest you schedule in at least 45 minutes waiting time. We are often at our quietest at the beginning and end of the day and we will do our very best with our trained staff and volunteers to run the tests as quickly and as efficiently as possible. We would therefore suggest bringing a light refreshment and something to read in case of a longer wait time.

Current students: Appointments must be pre-booked via epraise from 8.00am on Friday, 13 August 2021.

In order to facilitate bookings, all appointment slots are shown in 1 minute intervals. Please only book one slot. Once you have booked your slot, please attend your lateral flow test within 15 minutes of your chosen 1 minute time.

When coming on-site for your lateral flow test, please adhere to the following guidelines:

- Arrive onto the College premises **via** the **Marshalls Field entrance** (from the Coach Park entrance), walking along the main path following the signage to the Lateral Flow Testing Centre located in Community Sports. Staff will be on hand to direct all students.
- Please do not attempt to drop off students via the Harford Road entrance, as the main gates will be closed. There will be a waiting period of up to 45 minutes so please can we ask you to be considerate of local residents, and we would recommend that parents/carers make use of the local car parks.
- A parent/carer may attend if they would like to support their child.
- Students should not arrive without an appointment booked on epraise unless they are new to the College.
- Students must not attend their appointment if they are unwell or are displaying COVID-19 symptoms.
- Students that come in for a test must leave the site and return home once completed.

Lateral Flow Testing Timetable

Date of Test	Allocated Testing Slots and Year Group Allocations Please ensure you have BOOKED a time (one time slot) on epraise for your FIRST TEST before returning to College for full time face-to-face teaching. EACH SLOT HAS LIMITED PLACES AVAILABLE			
	8.00 – 10.00am	10.30am – 12.30pm	1.00 – 3.00pm	3.30 – 5.30pm
Thursday, 2 September	LFT preparations	Year 12 and 13 Test 1	Year 12 and 13 Test 1	Year 12 and 13 Test 1
Friday, 3 September	Year 10 and 11 Test 1	Year 10 and 11 Test 1	Year 10 and 11 Test 1	Year 10 and 11 Test 1
Saturday, 4 September	Year 7 Test 1	Year 7 Test 1	Year 7 Test 1	Year 7 Test 1
Sunday, 5 September	Year 7 Test 1	Year 7 Test 1	Year 8 and 9 Test 1	Year 8 and 9 Test 1
Monday, 6 September Staff Training Day	Year 8 and 9 Test 1	Year 8 and 9 Test 1	Catch-up Testing	Catch-up Testing
The second lateral flow test needs to be conducted 3 – 5 days after the first test during the normal College day. All students will be directed to leave lessons on a rota basis. Students will be informed of their time by their Tutor.				

We strongly recommend testing as this will reduce the risk for all, however it remains voluntary. Consent, therefore, is assumed by booking and/or arriving on-site at the test centre.

Please feel reassured that we will be doing all we can to support the safe return of students and staff to College in September 2021. 100% attendance back to College in September is really important for all students and the College will take every precaution necessary to ensure they remain safe and supported throughout.

Please find the attached document Frequently Asked Questions which will support your child's start to the new academic year. If you would like any further support in preparation for September please refer to the useful contact details or additional information that has been published on the College's website. The main College administration support will be open until Tuesday, 20 July to answer any queries. As there will be limited administrative staff available over the summer holidays, we cannot guarantee that emails and correspondence will be responded to in a timely fashion after 20 July.

We very much appreciate your support and encouragement as this has helped sustain us throughout these difficult times. We wish you an enjoyable summer break and look forward to the safe return of students in September.

Yours sincerely

Rachel Hutchinson
College Principal