



4 September 2020

Rachel Hutchinson
Principal

Dear Parents/Carers and Students

Welcome to the new academic year.

All College staff have completed a thorough and very successful two day induction programme in order to welcome students back safely, in compliance with the latest government guidelines (published 29 August 2020). Please review final confirmation of arrangements in preparation for next week.

Face Coverings and PPE

Face coverings are expected to be worn:

- In all communal areas such as corridors, toilets, indoor and outdoor recreational spaces.
- Where social distancing may be more of a challenge, i.e. walking to and from College, during lesson changeovers etc.
- Travelling to and from College via any form of school or public transport.

We expect all students to provide their own face coverings to College as they would for use in the wider community. Please encourage students to bring something suitable in which to store their face covering. With regards to the face masks, we request that they are plain or have subtle patterns in their design and ask that they do not contain any overt logos or potentially offensive cartoons/slogans.

If you are exempt from wearing a face covering (Public Health England exemption guidance) please inform the College in order that we can support you accordingly.

A final reminder of the Induction Days

ALL students will be expected to attend their specific days only for the first week and will then commence onto their full-time timetable from Monday, 14 September 2020. Please refer to the College Attendance Policy for further details.

Date	Year Group	Meeting point on arrival into College
Monday, 7 September	Years 7 and 12 only	Year 7 will be welcomed by staff on all entrances and then taken to the Haring Building line up area Year 12 - The Main Track
Tuesday, 8 September	Years 7 and 12 only	Year 7 will be welcomed by staff on all entrances and then taken to the Haring Building line up area Year 12 - The Main Track
Wednesday, 9 September	Years 8 and 9 only	Year 8 - Astro Year 9 - The Main Track
Thursday, 10 September	Years 9 and 10 only	Year 9 - The Main Track Year 10 - Astro
Friday, 11 September	Years 11 and 13 only	Year 11 - The Main Track Year 13 - The Main Track
Monday, 14 September	All Year Groups back into College to commence their timetabled lessons. All catering services open to staff and students.	

Final Reminders

1. College Uniform

All students will be returning in full College uniform (including on the Induction Days).

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Please refer to the **Code of Dress Brochure** which provides further clarification on our College expectations, including hair styles, shoes, jewellery advice and guidance which can be found on the College website.

Bring an overcoat or jacket for wet weather breaks and lesson changeovers.

Please be aware that your child will be issued with a year group specific **colour coded lanyard** and badge on their first day back in College in order to support social distancing between Year Groups. This is a compulsory part of the uniform and students are expected to wear it at all times. If a lanyard is forgotten a uniform demerit will be given and a temporary replacement issued. If it is lost a replacement will need to be purchased at a cost of £3.

2. Physical Education Lessons and KIT

Practical activities will return with adjustments in line with government guidelines and in agreement with WeST. Students will **not require PE Kit** for the first week of term (Induction Days) and further information will be provided when practical lessons resume.

3. Compulsory Equipment for Learning – A reminder that students cannot share EQUIPMENT

Please support your child in preparing them accordingly with the compulsory **SUPER 7 (blue/black pen, purple pen, pencil, rubber, ruler, calculator, KITE Booklet and a reading book)** (KITE Booklet will be provided by the College as part of the Induction Programme).

4. College Buses will be running as normal from Monday, 7 September 2020

The majority of students should now have received their bus passes.

If you have paid and are awaiting receipt of your College Bus Pass or you are still waiting for a Devon Transport Bus Pass please be assured you will still be able to travel.

5. Students Travelling by Car

Any parents who are dropping students off to College by car must note that there is **no facility for safe drop-off points** at the main entrances. We strongly suggest that students are dropped off at alternative safe places and enter College on foot.

6. Eating arrangements for September

A reminder that all students will require a **packed lunch** and **water bottle** for the first week back (**Induction Week - Monday, 7 September to Friday, 11 September**).

Full catering services will commence from **Monday, 14 September 2020**.

7. Teaching and Learning

As outlined in our previous correspondence, there is a remote learning programme running over the course of the induction week. Years 7 – 11 will be set a KITE learning task during their face to face session that week, where they will also be issued with their new KITE learning journal. This task should be completed by Friday, 18 September.

In addition, Years 9 – 11 will be set a specific curriculum task for Maths, English and Science. This will be detailed on epraise at the start of the week for students and also accessible via the Home Page of the College website. This work should be submitted in your child's first lesson for that subject during the week commencing 14 September.

Over the summer, new gates have been installed on all College entrances to improve security and safety across the College, therefore any students who arrive after Registration will only be able to enter the College via the Main College Reception gate via an intercom system. All other entrances will be locked.

We very much look forward to seeing you on your induction day/s.

Yours faithfully

Rachel Hutchinson
Principal