



1 March 2021

Rachel Hutchinson
Principal

Dear Parent/Carer

Re: College Re-opening Update

I am sure you are aware of the prime minister's announcement at the start of last week regarding all schools re-opening from Monday, 8 March 2021. We know that this will have been welcome news to many of you and we are very much looking forward to welcoming everyone back to College.

This letter will provide additional information to support the latest Principal's Briefing (6.) which was published on the College website on Friday, 26 February in order that all parents/carers, students and staff can together, support a safe and effective return to full-time education.

- 1. Lateral Flow Testing – our plan for testing students**
- 2. Staggered return to face-to-face teaching from Monday, 8 March**

1. Lateral Flow Testing

The expectation is that schools will open from Monday, 8 March and that all students should return to face-to-face education following their first negative test result.

You will have heard from the previous Principal Briefings that we have an established Lateral Flow Testing Facility and have been testing students and staff at Ivybridge Community College since the start of January 2021.

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

Through regular testing we will help to reduce the spread in College through asymptomatic transmission. I am therefore strongly encouraging all students in College to be tested.

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 **Wednesday, 3 March** 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 **from Monday, 8 March**. We have taken considerable time in the planning and preparations for this process as we feel it is necessary to have the health and safety of everyone at the heart of our decision-making.

To book your first test

Step 1. Please ensure you have completed the Lateral Flow Test Consent Form

Thank you to those of you who have already submitted your consent forms following the letter sent to all parents/carers before half term. As a polite reminder any outstanding consent forms are required to be returned by Tuesday, 2 March either to give consent or to indicate that you do not consent for your child to be tested.

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Step 2. Please log onto your epraise account in order to book your first test

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.

We have allocated five days commencing from Wednesday, 3 March 2021 for the first round of tests. Please note; all students who consent to a test should complete at least one test before they return to face-to-face teaching.

Once students have booked their lateral flow testing time they should:

- 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, and to observe the administration process in preparation for the later home testing when required at a later date.
- All students and parent/carers visiting the College site **must wear face masks** at all times whilst on the College premises.
- Students cannot just turn up without an appointment booked on epraise or if they have not submitted the consent form.
- Students must not attend their appointment if they are unwell or are displaying any of the COVID-19 symptoms.
- Students that come in for a test must leave the site and return home once completed. Students cannot remain in College unless they are already attending as part of an identified group.

Lateral Flow Testing Timetable

Please note: If your child has already received a test because they are currently in College for their lessons you **DO NOT** need to book a test.

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	6.00 – 7.00pm
Wednesday, 3 March	Year 12 and 13	Year 12 and 13	Year 12 and 13	Year 12 and 13	Year 12 and 13
Thursday, 4 March	Year 7 and 8			Year 7 and 8	Year 7 and 8
Friday, 5 March	Year 8 and 9	Years 8 and 9	Year 8	Year 8	Year 8
Saturday, 6 March	Year 9 and 10	Year 9 and 10	Year 9 and 10	Year 9 and 10	Year 9 and 10
Sunday, 7 March	Year 11	Year 11	Catch up group		

Students will return to College the following week, after their first negative test result and then receive two further tests (each 3 – 5 days apart) at College. Following these tests, students will continue with twice weekly testing using home test kits, and further information on this will be provided.

What if I do not give consent?

Engagement in the testing programme remains entirely voluntary for both staff and students. Those that do not consent to testing are allowed to return to face-to-face teaching when their Year Group returns.

Testing remains voluntary but we are strongly recommending that all students participate in the programme, as this will reduce the risk for all.

What happens if my child tests positive?

If your child has a positive result using the lateral flow device test you will be notified via the automated message/email (sent to the details provided when registering). We will also make contact with you via telephone. Individuals with a positive lateral flow test result will need to self-isolate in line with the guidance for households with possible coronavirus infection.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

What happens if my child tests negative?

If your child has a negative result using a lateral flow device test, they can attend College as per their timetable and resume their activities as normal.

Results will be shared via the automated text message/email (sent to the details provided when registering).

What if my child develops symptoms?

The testing programme at College is for people with no symptoms. If anyone develops symptoms at any time (such as a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste) they must immediately self-isolate, and book a test by calling 119 or visiting this website <https://www.gov.uk/get-coronavirus-test>

I will take this opportunity to remind you that students should not be onsite if they are displaying any symptoms. Students presenting symptoms at the Testing Facility will not be permitted entry and parents/carers will be contacted to collect them.

Conduct in the Lateral Flow Testing Facility

The Community Sports Centre is now for use solely by the testing team. Students should not enter this area unless they have been specifically invited.

There is a risk assessment for the testing facility and students will be guided by members of the team. Please remind your child to follow their instructions and ensure that they comply with all rules regarding hygiene, face coverings, hand sanitising and social distancing.

We understand that students may well be nervous about self-administering this test in the first instance. Our staff have been trained to support and will do so with care and kindness.

2. Staggered return to face-to-face teaching from Monday, 8 March 2021

In order to support a careful and purposeful return to College we have made the decision to re-open the College as a 'staggered' programme. This will support both the staff, and the students following a two month absence from face-to-face teaching, to familiarise themselves with the everyday routines on the College site.

We are therefore, recommending the following programme of study which was shared as part of our virtual presentation at the end of last week:

Key Date	Schedule		
Wednesday, 3 March – Sunday, 7 March	Lateral Flow Testing Facility OPEN for student testing 1.	As per booking schedule to be shared on epraise accounts	
Friday, 5 March	INDEPENDENT STUDY DAY 8.55am All students sign in to morning registration with Tutor 9.10am Whole College Assembly with College Principal 9.30am All students commence INDEPENDENT STUDY TASKS set by their subject teachers via epraise		
Please note: For all students who normally attend onsite learning as a Key Group will be given a Year Group Supervised Study Room onsite in which to complete their Independent Study Tasks.			
Monday, 8 March	Staggered Return Day 1. Years 10, 11, 12 and 13 ONSITE 8.55am Attend Registration in usual Tutor rooms 9.10 – 9.30am Tutor Based Programme (Normal timetable for the rest of the day)		
Independent Study Day with work set by subject teachers via epraise (Years 7, 8 and 9)			
Tuesday, 9 March	Staggered Return Day 2. Years 7, 8 and 9 ONSITE 8.55am Attend Registration in usual Tutor rooms 9.10 – 9.30am Tutor Based Programme (Normal timetable for the rest of the day)		
Independent Study Day with work set by subject teachers via epraise (Years 10, 11, 12 and 13)			
Wednesday, 10 March FULL COLLEGE OPEN to all students			
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In the meantime, we will continue to communicate with all students and parents/carers over the coming days if there are any further developments at a government or local level.

I do assure you that we will proceed with great care and caution over the coming weeks. Our students, and many of you, have found the last few months extremely difficult, and returning to some sort of normality is becoming more essential as each day passes. We have valued all your support over the last twelve months as we have navigated our way through the difficulties posed by the virus. All that we can ask is that you are as thoughtful and communicative as you have always been, so that we can continue to support you and your child in returning to something closer to 'normal'.

Yours sincerely

Rachel Hutchinson
College Principal