

18 6 2020

Dear Parents/Guardians,

I am aware that over a week has passed since I last corresponded with you, and I am keen to offer you an update on the school's preparations, as we work on delivering the Welsh Government's plans to re-open our doors for our learners on 29/06/20. A great deal of work is being done by the school to ensure that learners and staff can return safely and happily. As you can imagine, the challenge is huge and the time is limited, but I can assure you that the school will be open and the team at Ysgol Glan Clwyd is looking forward to welcoming the learners back, adhering to Welsh Government guidance.

In this update I would like to give you an outline of our arrangements at Ysgol Glan Clwyd. But before I go into detail, I would like to emphasise that re-opening will not represent a return to ordinary school life, and the experience will be very different from what we are used to. This period is an opportunity for us to re-engage with our learners and develop good practice for the month of September. Naturally, some of you will expect precise detail and answers that I do not have at the moment, but as a school we will communicate with you and the learners between now and the 29th of June giving you updates.

We are working in a completely unprecedented period and I must warn that arrangements can change again during the next period as national guidance is changing from day to day.

Therefore, in this correspondence, it is my intention to clarify the initial position of the school and to engage with you again in a variety of ways to add detail over the next week. This is therefore structured as a series of relevant questions regarding our reopening:

What are the reopening arrangements at Ysgol Glan Clwyd in terms of hours and days?

- YGC will be open for educational purposes to pupils for four days a week. This is to provide sufficient time for the creation of a window of 72 hours where any transfer of a virus ceases, and gives staff dedicated time to focus on the aspects of distance learning which will continue to be at the heart of our provision.
- For the four weeks commencing June 29th, pupils will be coming to the school for one day per week by year groups, following the timetable below:

| Monday | Tuesday | Wednesday | Thursday |
|---------|-----------------|-----------------|-----------------|
| Year 10 | Year 7 | Year 8 | Year 9 |
| | Group 1 Year 12 | Group 2 Year 12 | Group 3 Year 12 |

- The school day for the learners arrives at 9:30 and finishes at 2:30
- Distance learning provision will continue during this period, as we move to develop the blended learning that will now be central to our offer, combining face-to-face learning with distance learning.

How will it be for a child at YGC during this period?

- YGC classrooms have been adapted to fully respect the 2 metre distance rule. The capacity of the rooms used varies from 6 to 8 pupils.
- A pupil will stay in the same room all day for the learning elements. Learners will also return to the same room for each of their days at school.
- Five rooms together will create a learning community and the staff will remain as a teaching team within that community throughout this period.
- There will be a dedicated route for each community to enter and exit the building.
- Each community will have specific toilets reserved for them.

- There will be purposeful breaks during the day for toilet breaks by room.
- A team of staff are considering a number of aspects in shaping pupils' groups. The process of planning the groups is complex and, as a result, we are asking for your support by asking you not to make applications for your child to be in groups with other specific learners.
- There will be further correspondence to you as parents about the exact content of the lessons, but the main thrust will be to realise the Welsh Government's aspiration to 'Check in, Catch Up, Prepare for summer and September'; Prioritising the well-being of our learners and supporting them to undertake effectively in the blended learning. An outdoor activity is planned, weather permitting, within the programme of the day.
- There will be a strong emphasis as learners arrive and leave the site on social distancing, and safe movement on site.
- There will also be a strong emphasis on hand washing and the use of hand sanitisers. There will be sanitising stations at all entrances, in specific locations in the building and in each room.

What are the arrangements for eating in school?

- The onsite catering team will be working at YGC during this period.
- Breakfast will not be available at the school when the learners arrive, and learners will not go to the Hafan to choose their food at all.
- If learners desire a snack at break time and lunch are available at the school.
- All learners in the classroom will have an opportunity first thing in the morning to order their food for the day.
- The food will be carried safely to the communities by the catering team, and the learners will eat in their classrooms.
- The catering service will provide a cold lunches or a hot option, and will carry the meals to and from the classrooms, thus reducing the risk in line with Welsh Government guidance.
- The lunch is available free to all pupils at this initial stage thanks to support from Denbighshire County Council.
- The break-time toast and drink will also be available free of charge in the initial phase with the school absorbing this cost.
- Learners will be entitled if they do not intend to eat school food to bring a packed lunch.
- Hand washing arrangements before, and after, eating will be operational.
- Cleaning arrangements will also be in place.
- There will be an outdoor period scheduled after lunch, but this will be under the surveillance of staff, within the communities only, and within a specified area of the school grounds.
- The water fountains in school will of course not be operational because of the risk of contamination, and so pupils are advised to bring water in a bottle to school.

What day did transport arrangements allow my child to get to school?

- In order to reduce the risk of infection, and in line with the Welsh Government's encouragement, we suggest that parents bring their children to school and not use school transport if possible.
- We will communicate further with you in relation to traffic management arrangements and drop-off and pick-up of learners at YGC.
- Having said this, the school transport is available, but the service will be very different in terms of numbers on buses in order to maintain social distance.
- When school transport is used, pupils will be expected to adhere to social distance arrangements at bus stops, which is the responsibility of parents.
- In addition, seating plans will be implemented for school transport, (to facilitate the first on – and last off) and pupils will only be expected to sit in their designated seats. Failure to do so can lead to the loss of their place.
- There will be a specific system as learners arrive and leave school with staff overseeing these arrangements.

Will there be additional provision within Ysgol Glan Clwyd during this period?

- Ysgol Glan Clwyd will continue to provide child care support for children of key workers in a separate Hub during this period.
- As part of the school's offer, we will also provide additional support in an additional community for vulnerable learners and learners with additional learning needs.
- We will also plan additional support to the learning communities above, for year 7 and 8 learners on the immersion programme, as well as the Year 6 immersion learners.

Will there be additional provision for BI.10 and 12 pupils as they are in the middle of examination courses?

- During the initial phases of the school, Year 10 and 12 will focus on well-being aspects and will work on ensuring engagement with the blended learning. In the case of Year 12 there will also be a dedicated career support programme towards UCAS.
- It would be very difficult to expect year 10 and 12 learners to begin immediately on formal work in their selected subject areas. Although we have not received details of the changes to GCSE and A level courses, we are aware that the WJEC and Qualifications Wales are considering adaptations to the courses to ensure that they are sustainable and reasonable for learners to achieve. We will contact you immediately when we get those details – and we press for the information on a daily basis. This means that the school is currently unable to plan the learning of new content until there is further guidance from WJEC.
- However, 'live streaming' lessons for the majority of Year 12 subjects will continue during this period. The 'live streaming' makes it possible to have face-to-face contact between specific teachers and various groups of learners, without breaching social mixing rules and our infection control regulations.
- Similarly, we are working with the core subjects to provide additional support for year 10 learners during this period.

What will be expected in terms of school uniforms during this period?

- The school uniform will not need to be worn during this period before the summer, but I would like the pupils to wear appropriate clothing that is comfortable and suitable for practical and physical activities outdoors. We ask for the co-operation and support of parents to ensure appropriate attire during this time - no cropped tops, very short shorts or skirts, nor low cut tops will be permitted.

I have not registered my child to return on the 29th. Am I allowed to change my mind?

- Only those children who are registered to return to school will be allowed to attend because there will not be enough staff or equipped rooms to serve unregistered pupils safely. Therefore will not be able to accept any learner at the school who is not officially registered.
- If you change your mind and want to register your child to return to school that is perfectly acceptable – BUT you must contact us directly. This will be done by e-mailing Mr John Evans (assistant head) at: schoolcomms@ysgolglanclwyd.co.uk
- We will expect a full week's notice before your child can return, so that the school can adapt our provision safely.

Are there other health and safety considerations?

- No learner should consider coming to school if they feel unwell during this period.
- An area will be specifically allocated to any learner who would feel unwell during the school day.
- Personal Protective equipment (PPE) will be available to all staff who provide first aid, and a PLC will be available to staff who need it if it is not possible to keep the social distance.
- Staff and pupils are not required to wear a PLC, as long as social distance can be maintained. However, if any staff or pupils wish to wear a surface cover, they would be chosen and supported.
- The school's procedures for pupil illness, fire emergency and pupil behaviour have been modified to reflect the new re-opening requirements.

I apologise that this correspondence is so lengthy, but you can appreciate that there is so much information that we need to share with you. The answers to all your questions will not be in this letter but we will communicate with you again during the next week. I have already emphasised that we are currently operating in unprecedented conditions and there is a daily possibility that the arrangements have to change as a result of changes in national or regional guidance.

But once again I would like to thank you for your support and patience during this period. I would like to thank the staff who are currently working hard to implement the plan of Ysgol Glan Clwyd. Finally, I would like to emphasise that we are looking forward to seeing our learners again and getting a face-to-face contact with the family of Ysgol Glan Clwyd. But we will always do so responsibly and safely.

Yn gywir / Your sincerely

A handwritten signature in black ink, reading "Gwyn Tudur". The signature is written in a cursive style with a horizontal line underneath the name.

Gwyn Tudur

Pennaeth