



SJB/HDG/DE
2 July 2020

Headteacher: **Stephen Brady** BSc(Hons)

Dear Parents/Carers,

Arrangements for the last week of term

We are writing to let you know of a change we have made to our final week of term. As you know, we have tried to balance our face to face contact with the online teaching at Dene Magna and we recognise the huge importance of personal contact at this time.

We are desperate to see everyone and we have been collating information on the progress your daughter/son has been making during lockdown. To enable this to happen, we will be making our final week a Pastoral Week. We have created booking slots throughout the week so that all students, along with parents/carers can come into school to meet with tutors during a 25 minute face to face session. These tutor meetings will give the students the opportunity to reconnect with school, to reflect on all they have achieved during lockdown and to put together a plan ready for the start of the new academic year.

The meeting will also be a chance for them to ask questions and to relieve any anxieties that they might have in returning to school. Our aim is that all students will leave their meeting knowing what they must do over the summer in preparation for their return to school and to feel confident that they will be able to achieve this.

- Meetings will take place Monday -Thursday between 8:45am - 5pm and can be booked via the online booking system. Year group start times will differ to reduce the number of people entering and exiting the school site at any one time.
- When attending the tutor meeting we ask that you enter the school site according to the house your child is in. You will be asked to sign in and then a senior student will show you to your meeting.

Foley - Maths Block: enter across the playground to sign in at the Maths block entrance

Dowty - Humanities Corridor: enter via the side gate to the quiet area to sign in at the bottom of the stairs

Jenner - Science Block: enter via the side gate to sign in at the Science block entrance

Wilson - English Corridor: enter via the main entrance to sign in

- If a student is unable to come into school due to health or shielding reasons then a Google Meet will be set up during the requested slot, please inform the tutor if this is required.

The House teams and Leadership team will be on hand during these 4 days to catch up with students and families and to answer any questions that you may have.

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We have put in place a range of measures to ensure your safety and the safety of our staff during the week. Hand sanitizers will be available on entering and exiting the building, surfaces will be wiped down between meetings and social distancing rules will continue to be in place.

Timetable

The current Covid timetable will not run during this week, instead all staff will be in school and will be involved in meetings with students and their parents/carers. We ask that all students spend the remaining time during the week ensuring that any work set online during lockdown is completed to a high standard and handed in.

Departments will be putting together a range of bridging units for students to complete over the summer to ensure that there are no gaps in learning in preparation for September. Students will be updated with information regarding these via their subject teachers.

Return of School Equipment

If you have been loaned a Dene Magna Chrome book during lockdown then this will be required to come back into school during this final week so that maintenance can be undertaken over the summer.

All students with equipment will be asked to come in **10 minutes before** their tutor meeting session. They will sign in at their house desk and then a senior student will walk them to the drop off point where their equipment will be signed back in and handed over to a technician. The senior student will then show them to the tutor meeting.

Key Worker Students

Key Worker provision will remain for those students who have been allocated a place. Provision will only be available Monday to Thursday of the final week. Please get in contact with the school should a place no longer be required during that week.

We are excited to be able to have the opportunity for students and families to come into school, it gives us all a chance to reconnect, to round off the school year and to prepare us all for next year, whatever challenges we may face!

If you have any issues logging on to book a slot with your form tutor then please get in touch and we can help.

Thank you once again for your on-going support, we look forward to seeing you all in person but until then stay safe and take care.

Yours sincerely



Mr S Brady
Headteacher



Mrs H Dixon-Gough
Assistant Headteacher