

# Tapton SCHOOL

Headteacher: Ms Kathryn Rhodes

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11 September 2020

Dear Parents and Carers

As we begin our second full week in school I wanted to keep you abreast of ongoing developments and expectations in school. I am delighted to inform you that our return to school in September has been very positive; your children have returned to school with a determination to do well and an appreciation of the varying regulations we now have to follow. Students have responded outstandingly to our new staggered arrival times and the arrangements we have for breaktime and lunch. The entire school community hugely appreciates their maturity and your cooperation and support.

## Visitors

Last year I introduced the Headteacher Drop-In to the school calendar. This was an opportunity for parents and carers to come into school without the need for an appointment to speak with me or my Deputy Headteacher Ms Grewal. Parents and families who engaged with this drop in were very appreciative of the opportunity to come into school to have a conversation and share a concern that then put their mind at ease. Unfortunately, due to the restrictions around COVID-19, we have had to remove this drop in from the calendar for the foreseeable future, however, please be assured that as soon as we can reintroduce them we will. In addition, please be aware of the wider guidance around visitors to school below:

### COVID Secure Protocol for Meetings with Visitors in School

Our priority this year at Tapton is to keep everyone safe and support the recovery from COVID for all children in all our schools. We therefore ask that visitors to school are kept to a minimum and where visitors do need to come in to meet with staff they have a responsibility to keep themselves and others safe. The following guidelines should be adhered to:

1. To support Test and Trace only people who have a prearranged meeting will be allowed entry into the building. Please do ensure that you have contacted school to arrange the meeting beforehand.
2. Visitors should cancel the meeting and not enter the school site if they are displaying any symptoms linked to COVID-19
3. Where possible visitors should attend meetings alone to limit contacts
4. Visitors should not travel to site in a car with someone outside of their household
5. On arrival visitors should ensure they follow social distancing guidelines (keeping 2 metres apart) while waiting to enter the building
6. Face masks or visors must be worn as visitors enter the building and need to be kept on on corridors
7. All visitors must sign in with our INVentry system and provide their full contact details should we need to make contact via Test and Trace
8. Visitors should hand sanitise on entry to the building
9. Maximum capacity in meeting rooms (see poster on doors) must not be exceeded
10. Staff and visitors must maintain 2 metre distancing during the meeting
11. Visitors should bring their own stationery where possible
12. Refreshments will not be provided
13. Tapton staff will avoid sharing paper copies of handouts or agendas where possible
14. Staff and visitors must not make direct physical contact with each other



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## Masks and Face Coverings

The Tapton community of staff and students have responded very well to the increased expectation to wear a face covering or mask on corridors and communal areas. We will continue to encourage students to wear masks or face coverings in these spaces and will aim to provide students with a mask where they do not have one. Unfortunately the masks we have in school are of the disposable, single-use variety, therefore if you are able to donate some reusable masks to school or if you are aware of anyone who would be willing to donate their mask making efforts to our supplies we would be very grateful. Any donations of masks can be made to the school office.

## A Reminder of our Expectations

One of the reasons for our successful start to the new school year is that students have overwhelmingly responded to our mantra of be kind, work hard and follow the rules. Please let me remind you that all students in Year 7-11 need to wear full school uniform, their year wristband or lanyard and arrive on time; students who do not will be in a same day afterschool detention and you will receive a text notification informing you of this. Our uniform and arrival times are detailed below. If you need support with additional uniform please contact your child's year manager who will check on our spare supplies.

- Tapton logoed polo shirt in white or black or a plain white or black school wear polo shirt.
- Tapton logoed black sweatshirt or Tapton logoed black cardigan.
- Flat black full-length trousers (not jeans, jogging bottoms, not leggings) or black tailored knee length shorts or skirt (not mini skirt).
- All black shoes or trainers without any logo and without different coloured trim (not sandals).
- Flat all black below the knee or ankle boots
- Outdoor clothing (such as coats or fleeces) are not worn in classrooms.
- No hoods or hats in the building

Year Group	Entrance and Time from <u>Thursday 3<sup>rd</sup> September 2020 onwards</u>	Dismissal Time
7	9am - Front of School	3pm
8	9.15am Back Lane - Middle Maths	3.15pm
9	9.15am End of Science near Astro	3pm
10	9.15am Back Entrance near Sports Hall	3.15pm
11	9.00am Back Entrance near Sports Hall	3.30pm
12 and 13	8.30am - 8.45am Sixth Form stairs at front of school	3.30pm unless in a twilight lesson

## Remote Learning for Students Self Isolating

As you may already know, a number of Sheffield schools have had to send students home to self-isolate for two weeks due to positive cases with their school. We are keenly aware that parents will be concerned about this. If we find ourselves in a situation at Tapton where one or more cohorts are forced to return to remote learning please be reassured that we have robust contingency plans already in place. As with all COVID-19 matters we will liaise with and take advice from Public Health England to ensure that we are compliant before communicating with parents through MCAS. A full overview of our plans will be uploaded to our website by Monday.



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We will continue to work hard to ensure our school remains a safe, happy and successful community and look forward to your continued support.

Yours faithfully



Ms K Rhodes  
Headteacher



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