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Gipsy Lane  
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Principal:  
Jacqueline Hughes-Williams

Re: Start of Term 2

Dear Parent / Carer

This communication will set out important information related to:

- Uniform
- Arrangements for the start and end of the school day

### **Uniform**

In line with Government advice, all students are expected to wear their school uniform as usual.

### **Start and end of the School Day**

In order to ensure appropriate supervision in school and maintain year group bubbles, we have had to make some minor amendments to the start and end of the school day.

The school gate will open at **8:30AM**. Previously a very small number of students arrived at school earlier and gained access to the school site via reception, **to ensure supervision and year groups bubbles this will not be possible**. All students in Years 7-11 should arrive using the student entrance adjacent to the Sports Hall, students in Years 12 and 13 should enter using the Sixth Form entrance.

Students should not congregate on the pavement outside school to wait for friends. Staff will be on duty to greet students and ensure they make their way into school appropriately. Their cooperation around this is expected and is not optional – there will be other members of the public using the pavements and we need to comply with social distancing.

Upon arrival all students will be required to make their way to the tutor room. Their tutors will be there to supervise their tutees from 8:30AM. Students will not be allowed to congregate on the yard or in corridors – this is to ensure the integrity of the year group bubble.

We will operate a slightly amended end to the school day to mitigate congestion as much as possible. **Year 7, 12 and 13** will finish their lessons 5 minutes earlier than the rest of the school (so their lessons will end at 3:15pm). Those students who catch a bus should make their way to the yard and wait in their allocated space. Those students who are walking should make their way out of school and proceed home, **students should not wait at any school gate for a friend in another year group.**

We anticipate that the current situation means that more parents may choose to collect their child from school by car. **This will create additional pressures that we need your help in order to mitigate.**

Our advice to parents has always been to avoid parking on Gipsy Lane as far as possible in order to limit congestion and as a consideration of the residents who live close by. If possible, arrange a pick-up spot within a reasonable walking distance of the school.

**Wherever possible we would encourage those students who are able to walk and cycle to school to do so.**



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Creating Futures

In our next correspondence we will share the school's 'Decided Essentials', these are the key habits and routines that we will insist all of our community adhere to in order to keep everyone as safe as possible.

Yours sincerely

J Hughes-Williams  
Principal