



26th August 2020

English Martyrs' Catholic School,
A Voluntary Academy,
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Principal: M.T. Carney B.A., M.Phil. (*Cantab*)

Dear Parents of Year 7

Start of Term Arrangements

We are very much looking forward to meeting your child next Tuesday, 1st September.

On Tuesday morning students will meet their tutor outside the main entrance to the school. A parent may walk up with their child if that would be helpful but we ask you not to congregate as we are trying to observe the social distancing rules. Please don't arrive too early – we will begin at 8.30am so it would be helpful if you could come not before 8.15am.

What to bring

Your child should wear their uniform. In addition to the regular uniform they will now need a **small bottle of hand gel and a cloth face mask** (with a plastic bag to store it). There are details about this attached. All students should also have tissues. Please telephone Mr Boonham if there is a recognised medical reason why your child cannot wear a face mask and they will be issued with a special lanyard to explain that to teachers. Your child should also bring their pencil case. They do not need PE kit on the first day.

Food and drink

We will provide a free hot lunch as a welcome to school on the first day. We will also issue each student with their catering card with which they can then pay for purchases in school. You will need to register in order to put credit on their card online. We use a system called ParentPay to pay for catering, school shop, visits and trips etc. Students can also use the cash loaders in school to top up their cards. We ask that all children bring a small bottle of water to school. All students in receipt of a Free School Meal will receive meals from the start of term.

Form Tutor

On the first two days students will meet with their form tutor and their Head of Year, Mr Boonham, and become familiar with the school and our routines. Because of the current restrictions, the shape of the school day is different for the time being, all will be explained to the children. You have already received a letter with your child's FORM NAME (House name). Please check they know this before coming in on Tuesday.

Our tutors are:

7 Champion	Mrs N Sheehan
7 Clitheroe	Miss I Bryant
7 Fisher	Mr D Khushalbhai
7 More	Miss L Devereux
7 Sherwin	Miss K Sole
7 Ward	Miss K Jones



Getting to school and going home

The details of bus services to the school are on the school website. They will all be operating on 1st September. Only Year 7 and Year 12 will attend on Tuesday so it will be possible for parents to walk up to the school main entrance in the morning and also to meet their children when they finish at 2.15pm. We do ask that all students let their tutor know they are leaving on that first day and how they are getting home.

If a child is getting a bus from outside the school we will walk them to the bus stop on the first day to show them the way.

If your child is to walk home please make sure that they know the arrangements and may I remind you that they should always walk with others and not alone.

If you are collecting by car please make a specific arrangement to meet in a certain side street – parking on Anstey Lane is prohibited. I regret that it is not possible to bring cars on to the site. Please be respectful of our neighbours.

Arrival from 2nd September

The whole school of over 1200 students will be on site from Wednesday 2nd September. Parents should not come on site from then on. For the time being we will have a staggered start for the school day until further notice, other year groups have different times.

Staggered start and end

Year Group	Start Date, Arrival and Departure Times
Year 7	Tuesday 1 st September, 8.30am-2.15pm

Timetable

From **Thursday 3rd September**, each day will consist of two lessons – sessions A and B – according to the times outlined below:

Year	Session A	Session B
7/8	8.30am-11.10am	11.10am-2.15pm
9/10	8.45am-11.15am	11.15am-2.30pm
11/12/13	9.00am-11.20am	11.20am-2.45pm

Timetable arrangements will be explained to students during form time on their first day. Arrangements are in the process of being finalised and a further letter will be sent to explain the timetable to parents next week.

PE lessons will take place on the day indicated on the students' timetable and they will need their kit on that day.

Morning Prayer will take place at the beginning of session A and year group assemblies will be held via video conferencing during session B.

Gathering Zones

Students arriving before their admission time must wait in designated year group gathering zones. These zones will be available from 8.15am every day for those students who have no alternative but to arrive before their admission time. Please could students arrive as close to their admission time as possible to assist social distancing arrangements.

Years 7 and 8 will use the quadrangle area near the school chapel, entering by the grey gate at the side of the Sixth Form.

Years 9 - 13 will use designated areas of top court, using the student entrance path.

Members of staff will direct students on the first days of school. Please note that students will not be permitted to enter the school buildings before their year group's designated arrival time.

Breaks, Lunchtimes and Catering Arrangements

Breaks will be taken with other members of students' designated year groups. **A year group in secondary schools constitutes 'a bubble'. It is not possible to mix outside the year group.**

The school operates a cashless catering system using ParentPay. An activation letter is attached. From 2nd September the school catering service will be available to Year 7, serving hot meals, sandwiches, wraps, fruit, cakes and cold drinks.

To ensure social distancing, dining room seating will only be available for those purchasing hot food from the servery. All other food will be consumed outdoors.

On the first day it is advisable to bring some snacks to school as purchases cannot be made until the catering cards are distributed. As stated above lunch is free to all Year 7 on 1st September.

Morning Break

Year 7/8	9.30am-9.40am
Year 9/10	9.45am-9.55am
Year 11/12/13	10.00am-10.10am

Lunch for Year 7 at the end of Session A:

Year 7 11.10am – 11.45am

A short afternoon break will be taken in classrooms during session B.

The **school Library** will be open during English lessons only. Students will be able to choose and take out a limited number of books. The library will not be open at any other times. Library computers will not be accessible.

Virtual Library

We are delighted to tell you that every student at English Martyrs' now has access to a virtual library available via their school email logon. The Library, which can be accessed on any digital device, covers a wide range of reading genres, humour, historical fiction, suspense, classic literature, science fiction, mystery, romance, horror as well as a variety of non fiction.

The school has paid for the app for everyone so that the library is totally **free** to all students.

COVID-Preparations and Risk Assessment

There is a full expectation of student attendance in line with government guidance. It is important that all students fulfil the following responsibilities in addition to those outlined in the Code of Conduct in their student diaries. Students must:

- obey the national instructions about regular hand washing or using hand sanitiser
- stay two metres away from adults who work in the school

- follow instructions about staying within year groups (bubbles) and designated areas, especially at break and lunchtime
- have consideration for teachers and other school staff in the many changes that will be put in place this term.

We understand that some of these further measures will be inconvenient, but they are for everyone's safety and we expect good manners and good grace in following these expectations.

Please be aware that there is no requirement for students to socially distance from each other in bubbles, however they must stay 2 metres from staff.

If travelling on public transport students must wear a face mask and store it for use again on the return journey. A typical mask: <https://www.sharedearth.co.uk/face-masks-c102x3873489>

NHS Coronavirus advice

The latest NHS Covid 19 advice is found here. This tells you what to do if your child has coronavirus symptoms and the self isolation rules: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Uniform

Full school uniform must be worn as per uniform regulations. Please visit the uniform page on our school website: <https://www.englishmartyrs.org/school-uniform>

Heads of Year and tutors will be checking uniform on the first days. You are asked to ensure that your child is wearing the correct shoes. This term students will have to spend more time in the open air and therefore children should have a rainproof jacket with a hood.

Homework

Homework will be set from the week commencing Monday 7th September and will be available via 'Showmyhomework': <https://englishmartyrs-leicester.satchelone.com/school/home>

A separate letter, explaining how to register for and use 'Showmyhomework' will be shared with parents in due course.

After School Clubs and Extra-Curricular Activities

After school clubs and extra-curricular activities will commence in the coming weeks and parents will be sent further information in due course.

Update on Parent Information Meetings

In line with social distancing guidance, this year's Parent Information briefings will not take place on the school site as in previous years, but will be shared with parents online during the week commencing Monday 14th September. Details will be circulated later.

Parking

Please note that there is no parking or dropping off within the school grounds during the working day. Parking is available on site for Information and Parent Consultation meetings, concerts, shows etc. Please be considerate to our neighbours when dropping off or picking up children in local streets and please observe the Highway Code.

Student Wellbeing and Mental Health Support

In these challenging times, support for student wellbeing and mental health is particularly important. For further information, please click on the following weblinks:

<https://www.englishmartyrs.org/well-being>

<https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources/online-science-pe-wellbeing-and-send-resources-for-home-education#mental-wellbeing>

Students should speak to somebody if they are feeling anxious or struggling with their mental health. This might be a parent, carer or someone else they trust. Students can also contact:

Young Minds - Text 'YM' to 85258 youngminds.org.uk

Childline Telephone - 0800 11 11 childline.org.uk

A prayer for the term ahead

As we begin the new term I invite you and your family to pray for our community that we will all enjoy the term ahead, be enriched in our studies, and work well together to keep everyone safe.

Last Sunday Pope Francis reminded us not to forget the victims of the coronavirus. "There is so much suffering," he said. "So many people have lost their lives and fallen victim to the disease. Many volunteers, doctors, nurses, religious sisters, and priests who have also died." He urged everyone to pray for the families who are suffering in similar circumstances.

I look forward to seeing all our young people in the coming days and offer my best wishes for the year ahead.

Yours sincerely

Marius Carney
Principal

English Martyrs' Catholic School
Facemasks

School Protocol : From September 2020

Following the government's announcement of 25th August 2020 the school has adapted the following protocol.

1. Requirements: **All students and staff (who are not exempt on medical grounds) should wear a face covering in the following contexts –**

- On school buses and when on public transport
- Coming into school and worn until students reach their classroom for lesson A
- When walking in corridors
- When leaving school at the end of the day until away from the school
- In communal areas where it is difficult to maintain social distancing
- In outdoor areas, only where a minimum of one metre cannot be maintained between people

Face coverings are **not** required in the following contexts –

- In classrooms
- When students are eating and drinking
- In outdoor areas where a minimum of one metre can be maintained between people

2. Types of face coverings:

Face coverings should be fabric masks rather than disposable, and students should have a sufficient number that enables the mask to be washed daily.

A disposable face mask should only be used for one day.

The face masks should have elastic ties/straps around the ears, and should not be a bandana, scarf or other such item.

Designs should be appropriate for school and in no way offensive. For students travelling on school buses/public transport, it is recommended that a separate mask is worn for travelling and another in school.

3. Use and storage: An individual, sealable plastic bag should be used in which to store the mask when not in use.

The mask should be removed by the ear straps, not by touching the main section which covers the mouth and nose. Students and staff should sanitise their hands before putting on and after removing their masks.

4. The expectation to wear a face mask is now added to the student Code of Conduct.

5. Where a student is unable to wear a mask due to medical reasons their parents or guardians should contact the Head of Year. The student will then be issued with a special lanyard exempting them from the obligation to wear a face mask.

M Carney
Principal

27th August 2020