

Dear Parent/Carer

I write to thank you for the active support which you have given your child and the school during this year and especially over the past few months. I would like to share with you information that you will need for a smooth start to the academic year which begins on **Monday, 7th September 2020**.

Return to School Arrangements

Due to the current conditions students will not be allowed on site more than 10 minutes before the start of the school day. Students will however be able to attend a supervised homework club for up to 30 minutes before their start time. This will be available for Year 7 and 8 students only, if you would like your child to access this provision please contact info@gablehall.com for the attention of Mr Bunn.

Revised school day

The school day will have a staggered start so that we can reduce the movement of students around the site. This means that Year's 9, 10 and 11 will start their lessons at 8.00 am. Year 7, 8 and the Sixth Form will start at 9.15 am. Please refer to the school website or facebook page for full details of the school day.

Lates

We appreciate that the early start is causing some families concern, also if you have children in different year groups, starting at different times. We will offer a grace period before starting to record lates marks for year 9, 10 and 11 to allow families to get into a routine with the new arrangements.

School uniform

School Uniform is required as an integral part of maintaining standards as this promotes positive behaviours for learning and a professional business-like image in the eyes of the local community. As such all pupils are encouraged to take pride in their appearance and their uniform. Students are expected to wear full school uniform, details of which can be found on the website at: <http://www.ortugablehall.org/470/uniform>

Please be aware that only plain black shoes, not open-toe design, trainers, pump, canvas shoes, or hybrid trainers. Trainers are only allowed under special circumstances when accompanied by a doctor's note they should be plain black. Please note boots are not allowed. A Kickers style shoe/ankle boot is permitted but lacing and stitches should be black.

We successfully introduced the new plaid, pleated skirt for all Year 7 girls in September 2018 and from September 2020 all girls are expected to wear the new skirt.

Ties - All students will be expected to wear the school plaid ties with the correct year group colour crest: Year 7: lilac, Year 8: green, Year 9: yellow, Year 10: blue, Year 11: red

The wearing of jewellery is forbidden, with the exception of a single pair of small studs and a watch. Any other piercings, including nose, are not permitted. Make-up if worn must be discreet and natural looking. No coloured nail varnish, false, gel or acrylic nails or eyelashes to be worn. Eyebrow slits are not permitted. If eyebrows are pencilled-in or dyed they should be discreet and natural looking.

Hairstyles must be moderate, conventional and smart. Hair ties, bows or slides should be black or white. Hair can only be dyed in natural colours (i.e. no bright reds, blues etc.) Hair must be only one colour, no two-tone hairstyles or coloured braiding allowed. Dreadlocked hair should not contain metallic bands.

Students who arrive at School not in full uniform as detailed above may be asked to return home to remedy a breach of the school uniform policy. This would be recorded as an authorised absence.

Uniformwise in Stanford le Hope are offering a fitting service by appointment, please go to www.uniformwise.co.uk for further details. Our uniform is also available from www.sues-schoolwear.co.uk

Covid 19 precautions:

The school disciplinary policy has been amended to take into consideration the potential dangers that Covid 19 present. We will be operating a strict segregation of the year bubbles policy and would ask you to stress the importance of social distancing whilst in the school environment and travelling to and from school.

Within school we will be operating a strict zero tolerance approach to breaches of safety. This will mean that students will be warned only once regarding their unsafe behaviour. In the interests of the health of all I will be exercising my powers to issue fixed term exclusions in the event of repeated transgressions. I would appreciate if you could communicate the rationale and importance of this approach to your children.

We will continue to expect the highest standards of behaviour from all students. Our Ready, Respectful and Safe values are more important than ever during these challenging times.

We encourage young people to take responsibility for their behaviour during this time and will tackle incidents/instances of poor behaviour effectively and fairly during this time. We want to foster an environment where all members of the school community respect and adhere to the social distancing guidance during this time.

For further guidance please refer to the website "School re-opening link".

Absence and suspected COVID:

As we approach winter, pupils routinely get colds, coughs, temperatures and it is difficult to ascertain whether pupils are suffering from the common cold or indeed COVID19 in the first instance. Please work on the assumption that it is COVID, keep your child at home and take them for a test as soon as possible: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus>. On receipt of the test result - both positive and negative - please upload a screenshot to Studybugs so that we can record attendance accurately. If the result is Positive, please alert us immediately. Your child will then have to self-isolate for 7 days, families will therefore also need to be tested and we will need to notify parents of pupils in the bubbles to be also tested.

Essential equipment:

Basic equipment for all students comprises a pencil case, which must contain the following items: two pens, green pen, pencil, eraser, sharpener, ruler, calculator, record of achievement – student fax and a reading book. Staff will not be able to lend pupils equipment due to the risk of potential transmission of the virus.

Pupils will be expected to take responsibility for their exercise books, take them home and bring them back again. Pupils will not be able to leave their exercise books in school. Therefore they will need a suitable bag to carry their equipment and books for the day.

Due to the operation of the bubbles, we will not be having duty pupils in the interim therefore if your son/daughter forgets any equipment, we will not be able to get books/equipment to them. Please refrain from bringing your child's belongings to reception.

Travel Arrangements

Our friends at Keane Travel have agreed to operate two bus pick-up and drop-offs to ensure that students can get to and from Gable Hall from September.

For years 9, 10 and 11 the 7C will commence its run from 7am arriving at Gable hall at 7.50am.

For years 7, 8 and sixth form the 7C will commence its run from 8.30 arriving at Gable Hall at 9.15am

To book your tickets please go to: <https://keanetravel.co.uk/school-trips-buses/>

There you will find the bus routes with interactive maps, which can be used to determine which route and bus stop you will require. Once you have chosen the correct route (**route 7C for Gable Hall**) you can then click the (**buy ticket**) button which will take them to the passenger portal where they can buy their tickets and or set up their direct debits.

School ties & signage around the school:

Each year group has a different colour on their ties. This will be used to indicate the areas of the school they are allowed in. There will be signs and arrows displayed in the appropriate colours on the school entrances, corridors and classrooms.

We will continue to monitor Government guidance over the summer months regarding the return to school in September. We hope that you have a relaxing summer break and we look forward to seeing your children in September.

Mr C Evans

Principal

IF YOU REQUIRE A LARGE PRINT VERSION OF THIS LETTER PLEASE CONTACT THE SCHOOL ON 01375 400800. LETTERS ARE ALSO AVAILABLE ON OUR SCHOOL WEBSITE: www.ortu.org