2nd June 2020

Dear Families

Thank you to everyone for your continued support during ‘lock down’. It has been an extremely challenging time for us all. We have all had different experiences some of which will have been difficult, but I hope that we have also had some happy memories of staying at home with loved ones.

During the last couple of months, staff have worked very hard to stay in touch and connected with students which have included:

* Weekly phone calls
* Home working packs
* Individualised welfare resource packs
* ‘Beat the teacher’ challenge
* Staff video ‘Don’t worry because everything little thing is gonna be alright’

We have loved staying connected via our social media. It has really helped us through lockdown so please keep posting.

Over the last few weeks, leaders and staff have been busy planning for more students to come back to college when it will be safe to do so. The safety of our learners and staff is paramount.

The Government guidance (Guidance for Further Education and Skills providers, 11th May 2020) states that specialist colleges will:

*“work towards a phased return of as many young people as can be safely catered for in their setting without a focus on specific year groups”*

*“In line with implementing protective measures and reducing contacts, colleges should limit the attendance of learners in the setting at any one time and keep learners in small and consistent groups”*

The ‘phased’ return of our learners will be informed by the college’s risk assessments, individual learner risk assessments, capacity, scientific evidence and Government guidance and we will look to begin to increase numbers from the 15th of June onwards. Staff will be in touch over the next two weeks to discuss this further with you.

**Catcote Futures**

**Covid 19 Phased wider opening (Advice for learners, parents/carers)**

Protective measures will be put in place for staff and learners **as far as possible** to ensure the risk of transmission is **reduced**. We know that transmission of the disease happens through direct (coughing, sneezing) and indirect (touching surfaces) transmission.

Minimise contact:

* Classes will be split into zones and there will only be one class in each zone at any one time. This will allow classes to be split to minimise contact further.
* Where possible, there will be separate entrances and exits to each zone.
* Learners will have access to an identified toilet and hand washing facilities within their zone and where possible, their own outdoor space. For access to larger outdoor spaces, there will be staggered times for use.
* Learners and staff will eat in their own zone.
* Learners will have access to their own resources. Any shared resources will be cleaned before someone else uses them.
* No visitors, including parents, will be allowed into the building without prior approval from the Head Teacher/Senior Leadership Team.
* For some learners, risk assessments may mean that staff will need to wear protective clothing (this will be discussed with families).

Socially distancing:

* Where possible, social distancing measures will be put in place and classrooms will be adjusted to enable this. However, we know that for the vast majority of our learners this will be very difficult.

Cleaning:

* There will be increased cleaning including regular washing down of surfaces including; tables, chairs, handles, light switches etc.

Hand and respiratory hygiene:

* All learners will be asked to clean hands frequently throughout the day including entry to the college, before and after eating and before leaving the college.
* Learners who find hand washing difficult will be engaged in activities that involve soapy water play.
* Learners will be taught to use tissues when coughing and sneezing and to place these in a lidded bin.

Curriculum:

* The curriculum for learners attending college will be different to the normal curriculum and will focus on emotional and physical well-being.
* Outdoor spaces will be used as much as possible.
* There will be no offsite activities.
* Teachers will continue to provide work for those that remain at home.

Transport:

* We encourage parents to bring their young person into college where they can, as there will be reduced capacity on the buses due to social distancing measures being put in place.
* Learners will be greeted by their staff on a morning and taken to their zone.
* We recommend not using public transport as per Government guidance.

Other important information:

* Learners who are shielding or live with someone who is shielding must remain at home.
* If your young person or a member of your household, shows any symptoms they must not attend college and must isolate at home in line with Government guidelines.
* Testing is available for staff and learners that show symptoms through a self-referral system.
* Learners at home should be following socially distancing measures with their families and not engaging in wider social interactions in line with Government guidelines.
* It is very important that we have an up to date contact number and that you are contactable during the day.

Kindest Regards



Mrs L. Greig

(Interim CEO)