



August 2020

Dear Parent/Carer

Chesterfield Road, Crosby, Liverpool L23 9YB  
Telephone: 0151 924 6454 Fax: 0151 931 5089

I hope that you and your families are having a pleasant summer and are feeling recharged and ready to start again in September.

As we approach the new term, it is still important that we remind ourselves of the key messages to wash hands regularly, keep socially distanced and get tested if we develop symptoms of Covid. If you, or anyone in your household displays symptoms, please stay at home, seek advice and follow the NHS guidelines. Please let school know immediately, too. We will be promoting and reiterating these messages as part of our school routines.

Could you please read the following information carefully to ensure that your child can reintegrate back to school safely. Autumn term begins on **Wednesday 2nd September for Y7, Y12 & Y13.** Students should report at the times indicated below. This information is also available on the School website [www.chesterfieldhigh.co.uk](http://www.chesterfieldhigh.co.uk)

**(New) Year 7** should report at 8.30am to the basketball courts

**Year 12/13** should report at 1.00 pm to the basketball courts

**On Thursday 3<sup>rd</sup> September, Autumn Term begins for Year 8, 9, 10 & 11.** Students should report at the times indicated below. This information is also available on the School website [www.chesterfieldhigh.co.uk](http://www.chesterfieldhigh.co.uk)

**Year 8** should report at 8.30am to the Tennis courts

**Year 9** should report at 8.45am to the Basketball courts

**Year 10** should report at 10.00am to the Basketball courts

**Year 11** should report at 11.10am to the Basketball courts

Please be reminded that uniform and equipment expectations remain a priority at school. If you have any concerns, please contact the school as soon as possible. We will be checking uniform and equipment on a daily basis. Please ensure you refer to the guidance on the school website which includes our rules on hair, jewellery and make-up.

As previously mentioned, there will be a number of fundamental changes to the functioning of the school during the autumn term and I would, therefore, stress the importance of attendance from the start of term to ensure that your child is fully informed of the new arrangements to maintain your family's health. The focus of these initial sessions will be:

- Entrance & exit procedures (see appendix)
- Year group learning zones
- Staggered break & lunchtimes
- Timetables and groupings
- Whole school expectations
- Home-learning developments



It is also important to plan your child's journey to school. The advice from the government and the school continues to encourage children to walk, cycle, or travel by car if possible.

### **Travelling to school by bike**

If you would like your child to cycle to school, they **MUST** have a bike pass. This is to ensure that your child cycles safely and that their bike can be stored as securely as possible. If you would like to apply for a bike pass, please click the link and complete the online code of conduct.

<https://forms.gle/AoSLLcfaxPpfgH2L7>

### **Travelling to school by car**

If you are dropping your child off at school, or collecting them at the end of the school day, please note that the lay-by will be closed for all vehicles apart from school buses. Please arrange alternative drop off/pick up points to prevent congestion and large quantities of students gathering in this area.

### **Travelling to school by school bus**

We have been working in collaboration with our bus providers to ensure safe travel to school. At this present moment, they are not able to increase capacity in the Seaforth, Waterloo and Crosby areas. Please follow the guidance below:

<b>Bus Service</b>	<b>Specific arrangements (TBC)</b>
Netherton	BUS A - Year 7 - lower deck, Year 9 - upper deck BUS B - Year 8 - lower deck, Year 10 - upper deck BUS C - Year 9 - lower deck, Year 11 - upper deck
780 - Crosby	There is 1 bus in operation. Please follow public service regulations.
781 - Seaforth Station	There are 2 buses in operation. Please follow public service regulations.

There are also a number of public service buses that our students use and I urge you to seek out specific changes that may have occurred because of Covid-19. I would also like to remind you that children on the bus **MUST** adhere to the public transport guidance (attached below). Failure to do so could result in a removal from the service, a ban from using school transport and possible sanction from the school. Please read the guidance below that outlines the protective measures currently being taken on public transport.

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

### **School Catering Arrangements**

Due to the Covid19 pandemic and the need to reduce risk in school, we have had to make the following changes to our catering operations from September 2020.

Year groups will be keep in their own bubble. For this reason, we will be staggering break and lunchtimes and using both the dining hall and sports hall as food service and eating areas. We are unable to offer our usual menu; however, there will be a varied choice of cold food and drinks available. As the term progresses, we are planning on offering hot food.

To help with social distancing and to encourage students to be outside as much as possible, we will be serving food in 'grab bags'. We are no longer using biometrics (fingerprints) at till points. Your child will be given a contactless card at the start of term to use when paying for their food.

### **Paying for school meals**

We ask all parents to use the 'School Gateway' phone app to pay for your child's school meals.

Full instructions and a short video are available via the school website:

<https://chesterfieldhigh.org.uk/parents/school-gateway/>.

The app allows you to top up your child's catering account and track their expenditure, rather like a pay as you go mobile phone. If you have difficulty setting the School Gateway app up, please contact school ([admin@chesterfieldhigh.co.uk](mailto:admin@chesterfieldhigh.co.uk)) when we are open again in September. The app uses the email address and mobile phone number that we have on record for your child. Please make sure you are using the correct email address and mobile phone number. The School Gateway App is also a useful communications tool and allows you to access up to date information on timetables, attendance, behaviour, achievement and messages direct from the school. It also reduced the need for letters to be passed back and forth between homes and school.

Students are being asked **not** to bring cash to school to top-up their student catering account. For health and safety reasons, the cash re-value machine will **not be available** in school. We ask parents to keep their child's account in credit. Please get in touch if you are unable to pay for school meals using this system.

**New Year 7 students will not be able to set up their 'School Gateway' mobile app accounts prior to starting school on the 2<sup>nd</sup> September. They will be given a contactless card on their first day and be allowed to spend from their account in lieu of parents 'topping' their account up.**

For guidance on free school meal eligibility if you wanted to see if you fit the criteria.

<https://www.gov.uk/apply-free-school-meals/sefton>

If your child is eligible for free school meals their account will be credited by £2.45 each day.

### **Breakfast, Break, Lunchtimes and Pre-ordering**

**Breakfast** - We are unable to offer any food or drinks at breakfast times as we have in the past. We are working closely with our catering provider to try and have some food/refreshments as the term progresses, but nothing will be available at the start of term.

**Break time** - At the start of term, there will be a wide variety of cold food available, with plans to introduce hot food as the term progresses.

**Lunchtime** - At the start of term, there will be a wide variety of cold food available, with plans to introduce hot food as the term progresses.

**Pre-order lunches** - We are planning on introducing a pre-order system via your child's Google Classroom account. This will allow them to order their lunch in advance (the day/week before) and will avoid them having to queue to buy their lunch.

Your child's lunch will be delivered to their classroom prior to their lunch break. They can eat their lunch either in the dining room or outside.

As the term progresses, we hope to be able to offer a greater variety of food. We will keep you informed via the 'School Gateway' and website. Students will also be told updates during registration.

Finally, parents and carers should not attend the school site between 8:30am and 3:30pm. For this reason, I kindly request that if you have a query, please contact the relevant Student Support Manager / Progress Leader by phone to book an appointment. Appointments will be by telephone or a video conference, and only in exceptional circumstances meetings will be held in school.

The government has published advice and guidance to parents and carers in relation to the return to school. This is a useful reference document and can be found by following the link below.

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

I hope that you are able to enjoy the rest of August and look forward to seeing all the students back in September.

Yours sincerely



Mr K Sexton  
Headteacher

## Appendix

### Slight changes to the school day

Year group	Start time	Finish time	Entrance / Exit <b>SIGNAGE WILL BE VISABLE</b>
7	8:30am	2:50pm	Gate next to staff car park
8	8:30am	2:50pm	Caretakers Gate (Chesterfield Road)
9	8:30am	2:50pm	Basketball courts (Chesterfield Road)
10	8:30am	3:00pm	Main reception
11	8:30am	3:00pm	Student entrance
6 <sup>th</sup> form	8:50am	3:00pm	Basketball courts (Chesterfield Road)