



MAIDEN ERLEGH

CHILTERN EDGE

Headteacher: Mr A. Hartley
BA (Hons), PGCE

Reades Lane, Sonning Common,
Reading, RG4 9LN

0118 972 1500

meceoffice@maidenerleghtrust.org

www.maidenerleghchilternedge.co.uk

22 May 2020

Dear Parent/Guardian

In recent weeks you will have seen the announcement about 'some face to face provision' for students in Years 10. We have now finished our plans for this aspect of our re-opening as the guidance currently stands however, this may shift further in the next few days and the government are making a firm announcement on May 28th. **In consultation with the Trust we have decided to wait until June 8th to re-open.** This is because we want to ensure our site is thoroughly safe for an increase in students and that we have all of the PPE and processes in place so that we can provide the controlled environment necessary for all stakeholders to feel safe. The recent announcements about the introduction of Track and Trace systems coming on line on June 1st and the wider availability of anti-body tests all confirm for me that it is better to be cautious so that we can ensure our community is reasonably protected from Covid-19.

Our current preferred method of provision, should we open includes the following:

Year 10 provision

- Year 10 students will have the same seat and same desk every day to ensure the safety of all students and staff.
- The year group will be divided into 5 based upon ability and engagement with the lockdown work
- We allocate a set of stationary to everyone and students should not share any equipment
- Similar to exam entrances, Year 10 students will be allocated a place to line up with a clear marking on the floor to maintain social distancing.
- Core subjects will be delivered to Year 10 at this time and due to the requirement of social distancing and availability of staff, this may not be by their normal classroom teacher.
- Work will still be provided via the Google Classroom for core subjects to supplement the face to face work and they will be expected to complete this, in addition to this time in school.
- Options subjects will continue to be delivered online for the next few weeks. This is because the variety of subject options will involve movement around the site, students not staying in the same seats etc. However, as soon as we feel it is safe we will look to bring these lessons back into school

Other general site guidance for Year 10

- Toilets will be facilitated on a one in, one out basis.
- No food will be provided at school. Sessions will not straddle the entire lunch period and so students should eat at home.
- There will be no breaktimes or lunchtimes.
- They will need to bring their own water for consumption in school, again to ensure there is no cross-contamination at the water fountains, which will not be in use.
- Free School Meal vouchers will continue as normal via the EdenRed system.
- Students should not wait around after their session and should not arrive more than 10 minutes early for a session.
- Social distancing is compulsory at all times – both when moving around site and when in lessons.

- Reading Buses will be providing one bus to and from school. The timetable is attached below. As yet, Reading Buses have not provided an updated risk assessment for schools travel after June 1st. It is encouraged to either drive, cycle or walk to school if possible. We have ordered a new set of bike racks to promote this however, in the meantime if anyone wishes to cycle to school please can they lock their bike on the railings outside the sports hall which is both behind a locked gate and also near to a CCTV security camera.

	am
Caversham, Gosbrook Road, Westfield Road (after George Street)	0820
Caversham, Church Street (beside Waitrose)	0821
Caversham Heights, Richmond Road	0830
Emmer Green, Rotherfield Way, Southdown Road	0838
Emmer Green, Grove Road, St Barnabas Church	0839
Emmer Green, Peppard Road, Kiln Road	0843
Sonning Common, Kennylands Road, Westleigh Drive	0848
Sonning Common, Reades Lane, Maiden Erleigh Chiltern Edge School (turning circle)	0850
	pm
Sonning Common, Reades Lane, Maiden Erleigh Chiltern Edge School (turning circle)	1500
Sonning Common, Kennylands Road, Westleigh Drive	1501
Emmer Green, Peppard Road, Kiln Road	1505
Emmer Green, Grove Road, St Barnabas Church	1507
Emmer Green, Rotherfield Way, Southdown Road	1508
Caversham Heights, Richmond Road	1515
Caversham, Church Street (beside Tesco/petrol station)	1521
Caversham, Gosbrook Road, Westfield Road (beside Westfield Road)	1523

- Frequent reminders will be given about hygiene and there will be posters reminding students in all classrooms, entrances and exits, etc.
- Students will be given a safety briefing on their first day back in school
- On a Wednesday, the site will be closed with no teaching to allow for a thorough clean of the areas being used.
- Summer uniform will be expected to be worn for identification and safeguarding purposes (for clarification this is a shirt, with no tie and the top button undone and students are not required to wear a blazer), all other uniform expectations will be in place.

To support these guidelines, we have written a thorough risk assessment that has used the following documents as guidance. The document has been written collaboratively by senior leaders within the school, alongside senior members of the Trust and has been checked and approved by the Maiden Erleigh Board of Trustees. It includes sections on cleaning, personal hygiene, access to the site, visitors, shared use of equipment, toilet use, medical situations, fire evacuation, the Bishopswood school provision, movement around the site, travel to and from school, teaching spaces, vulnerable students and mental health.

Coronavirus (COVID-19): guidance for schools and other educational settings 15 May 2020
<https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings>

COVID-19: cleaning in non-healthcare settings 15 May 2020
<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Planning guide for Primary Schools 14 May 2020
<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) 14 May 2020

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

Coronavirus (COVID-19): implementing protective measures in education and childcare settings 12 My 2020

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

Guidance on the actions for education and childcare settings to prepare for wider opening from 1 June: 12 May 2020

<https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>

Guidance for parents and carers as schools and other education settings in England open to more children and young people: 11 May 2020

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers>

Guidance on shielding: 5 May 2020

[COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable guidance](https://www.gov.uk/guidance/covid-19-guidance-on-shielding-and-protecting-people-defined-on-medical-grounds-as-extremely-vulnerable-guidance)

Working safely during the coronavirus outbreak - The Department for Business, Energy and Industrial Strategy has published guidance on working safely during the coronavirus outbreak. This guidance is to help employers and employees understand how to work safely and covers offices, labs and research facilities, construction and factories which may be relevant to some education settings.: 11 May 2020

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

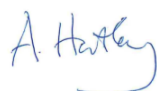
Remote Learning: 5 may 2020

<https://www.gov.uk/guidance/remote-education-during-coronavirus-covid-19>

The behaviour policy for the school has also been given an addendum in relation to the Coronavirus situation. It covers matters relating to students endangering the safety of others through their behaviour which as I'm sure you can appreciate will be dealt with most seriously. This addendum will be published on the website in the next few days. The students will be given a thorough safety briefing on their first day back at school so that they feel comfortable with and understand the rules of the school in this new situation.

I understand that returning to school is a big decision for you and your child and I want to assure you that we have the health and wellbeing of every member of our community at the heart of what we are doing. If you have any questions, please do not hesitate to contact us but please note I will update you more on the provision in due course should we feel it is safe to open.

Yours sincerely



Andrew Hartley
Headteacher