

Aspiration  
Respect  
Endeavour

Alderton Hill, Loughton, Essex IG10 3JA  
t: 020 8508 1173 e: office@rodingvalley.net  
www.rodingvalley.net  
Headteacher: Mrs S Jenner  
Chief Executive Officer: Mr P Banks



Roding Valley  
HIGH SCHOOL

20<sup>th</sup> July 2021

Dear Parents and Carers of Year 13 Students for September 2021,  
As the end of the academic year draws to a close, we would like to take this opportunity to thank you for your continued support throughout the year. School closes for summer to students at **12:30pm on Wednesday 21st July**.

Please do note that from 19<sup>th</sup> July 2021 (Step 4), close contacts will be identified via NHS Test and Trace not by the school. From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Students who are over 18 - wait until 4 months after their birthday, then they have to self-isolate.

We are currently planning a return to a 'normal pre-covid' school day and environment from September, but will want to take forward some of the routines that have been beneficial to the school community. These would include designated toilets for year groups and zoned areas for lunch breaks. We will also ensure that classrooms remain well ventilated and this will mean that windows and doors are open. When the weather is cold, students are allowed to keep their coats on. Teachers have taught from a 2 metre area at the front of the classroom and this will remain encouraged for vulnerable teaching staff. Students in the sixth form will be moving over to the Brook Building for their independent study sessions.

We want to fully embrace the vertical mixing of our students and reigniting our student mentor schemes, engagement through trips and visits, and House assemblies and competitions. These are just a few of the things which students have missed during this last academic year, but really support their development and social skills. Teachers will be back teaching from their faculty bases and students will be moving between classes. However, we will need to have a contingency plan in place to revert to 'bubbles' if instructed by Public Health England at any given point. This will mean an immediate shift back to staggered start and finishes, staggered breaks, more rigid zoning and restrictions on movement. I am hopeful that with a commitment to regular 'Lateral Flow' testing by all in the school community then this can be avoided.

You may have seen in the media that students will need to carry out a lateral flow test before returning to the site and then a further test within 3 to 5 days (in a similar way to the return to school in March of this year). The local authority, to support schools, have decided that only students joining us in Year 7 will take the tests on the school site as they wouldn't have done that previously. Students in Years 8 -13, will collect home test kits from the school on Wednesday 1st to Friday 3rd September and then carry out a test prior to starting the autumn term. After this initial test at home, students will be expected to test at home, twice weekly (Sunday & Wednesday) in line with the rest of the school community.



## September 2021 Timetable

Below is the overview of the timetable for September, on the assumption that everything will return to normal.

	Arrival Time	Period 1 Personal Development	Period 2	Period 3	Break	Zone	Designated Toilets	Period 4	Period 5	Lunch	Zone	Designated Toilets	Period 6	Period 7 Personal Development/ Intervention
Year 7	8:35am Line Up & collected	8:40am - 9:00am	9am - 10am	10am - 11am	11am - 11:25am	All Zones	New Block	11.25am - 12.25pm	12:25pm - 1:10pm	1:10pm - 2pm	Zone 2 to get food and then Zone 3	Sports hall	2pm - 3pm	
Year 8	8:35am Line Up & collected	8:40am - 9:00am	9am - 10am	10am - 11am	11am - 11:25am	All Zones	New Block	11.25am - 12.25pm	12:25pm - 1:15pm	1:15pm - 2pm	Zone 2 to get food and then Zone 3	Sports hall	2pm - 3pm	
Year 9	8:35am Line Up & collected	8:40am - 9:00am	9am - 10am	10am - 11am	11am - 11:25am	All Zones	New Block	11.25am - 12.25pm	12:25p - 1:25pm	1:25pm - 2pm	Zone 2	New Block	2pm - 3pm	
Year 10	8:35am Line Up & collected	8:40am - 9:00am	9am - 10am	10am - 11am	11am - 11:25am	All Zones	Baguette Bar	11.25am - 12.25pm	12:25pm - 1:25pm	1:25pm - 2pm	Zone 1	Baguette Bar	2pm - 3pm	
Year 11	8.55 Straight to Period 2		9am - 10am	10am - 11am	11am - 11:25am	All Zones	Hall toilets	11.25am - 12.25pm	12:25pm - 1:25pm	1:25pm - 2pm	Zone 1	Hall toilets	2pm - 3pm	3pm - 3:20pm
Year 12	8.35am Straight to Form Room/ Assembly	8:40am - 9:00am	9am - 10am	10am - 11am	11am - 11:25am	All Zones	Brook Building	11.25am - 12.25pm	12:25pm - 1:25pm	1:25pm - 2pm	All zones	Brook building	2pm - 3pm	
Year 13	8.35am Straight to Form Room/ Assembly	8:40am - 9:00am	9am - 10am	10am - 11am	11am - 11:25am	All Zones	Brook Building	11.25am - 12.25pm	12:25pm - 1:25pm	1:25pm - 2pm	All zones	Brook building	2pm - 3pm	

Year 13 students will be timetabled into independent study sessions in addition to their lessons and will be expected to be on site full time. Students who are on target to achieve their predicted grades, may be allowed to leave school site for period 6, on afternoons they don't have lessons. This will be at our discretion.

### Term Arrangements for Year 8, 9, 10, 11 and 13

Prior to returning to school, students will be required to have a negative Lateral Flow Test. Working with Essex Local Authority, it has been agreed that these tests will be taken at home. **To facilitate this, students should collect a test kit from the school site during the following times:**

- Wednesday 1st September: 10 am to 4.30pm
- Thursday 2nd September: 9am to 4.30pm
- Friday 3rd September: 9am to 4.30pm

The collection point will be on the Sports Hall side and students should enter via the gate in Alderton Hill.

On **Monday 6th September**, the students will start school at their normal times (see below)

Year Group	Gate entrance	Arrival time
7, 8, 9, 10, 12, <b>13</b>	Brook Road Gates	8.30 am
11	Brook Road Gates	8.55 am

**Gates will not not open until 5 minutes before their expected arrival time.**

Students who have an intervention class and need to arrive earlier than the time above, would need to enter via reception and then head straight to their intervention.

The timings of the school day will revert in many ways to the routines pre-covid, however we have retained some of the procedures that we had in place this year. In the event that we need to revert to 'bubbles', then we will switch back to the contingency timetable that we have followed this year.

### Break and Lunch Time

We will revert to one break time of 20 minutes in the morning and a lunch break of 40 minutes. At break and lunch time, students will be able to buy food from any of the serveries:

- Canteen - including the seated area
- Pasta Bar
- Baguette Bar
- The Shack - sells drinks and snack

When the students have collected their food, they will move into a zoned area for that year group(s).

- Year 7 and 8 will be in Zone 3 - including the use of the astro. This area has its own set of toilets and The Shack will be open for drinks and snacks, to avoid the need for the students to head back across the bridge.
- Year 9 will be in Zone 2
- Years 10 and 11 will be in Zone 1
- **Years 12 and 13 will have use of their study spaces and the courtyard between the Brook Building and the New Building.**

### Toilets

Each year group will have dedicated toilets that they will access at all points during the day. They will not be allowed to use any other toilets:

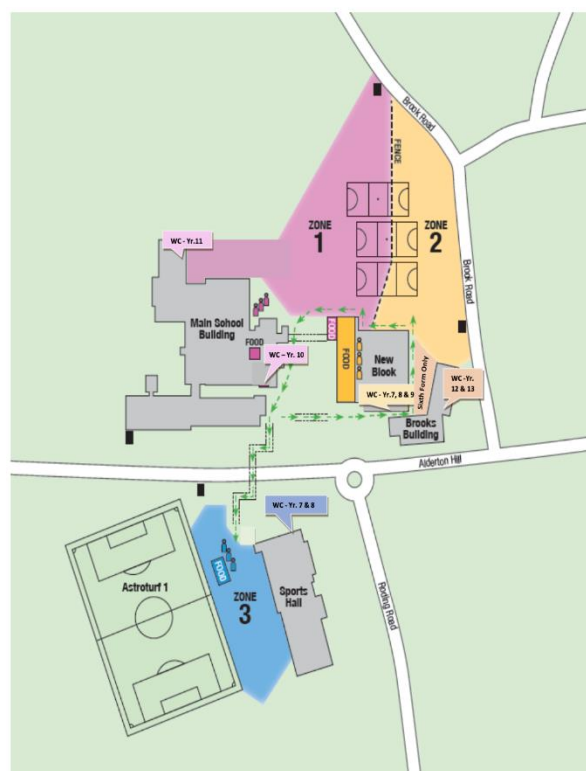
- Years 7, 8 and 9 - New Building Toilets. Lunch time - Years 7 and 8 will use the toilets in Zone 3 once they have gone across the bridge
- Year 10 - Baguette Bar area toilets
- Year 11 - Hall area toilets
- **Years 12 and 13 - Brook Building Toilets**

The map to the right shows the zones and the location of the toilets as mentioned above.

### Contingency Timetable

If we are required to return to 'bubbles' and staggered arrival/departure from the school site, then we will revert to the timetable that we have followed during the academic year 2020/21. The contingency timetable can be found on our school website - [timings of the day](#).

The significant change is the staggered breaks and end time. Hopefully, we will not need to revert to this but we need to be prepared just in case.



## Summer 2022 Public Examinations

Ofqual are currently consulting on the arrangements for the summer 2022 exam series. We are expecting students to be sitting a robust set of examinations and we would encourage them to prepare for this, however we will communicate the specifics of any changes when we have them.

## COVID- 19 : It is essential that parents and carers

Check that your child/children do not have any coronavirus symptoms before sending them to school each day. You can find the advice from the NHS [here](#).


- Keep your child/children off school if they are unwell with these symptoms and arrange for them to have a COVID-19 test as soon as possible.
- Your child cannot return to school until a negative test result has been received. It is an expectation that anyone showing symptoms should now take a test as required by the track and trace. It would not be appropriate to self isolate at home without a test.
- If you have any concerns about your child's return to full-time education, it is really important that you contact Mrs Sellears, [nsellears@rodingvalley.net](mailto:nsellears@rodingvalley.net) or our Attendance and Welfare Manager for support. [Attendance page on school website](#)

As part of our measure to ensure that both our staff and students are kept safe, we will no longer be accepting cash payments in School. All payments must be made online via ParentPay. If you have not activated your ParentPay Account or are experiencing any difficulty using it, please contact the Finance Office who will be happy to help you.

If you have any further questions or queries regarding any of these days then please contact Ms Wheaton, the Director of Sixth Form who will be back from maternity in September.

We hope you all have a great summer and we look forward to seeing and working with you all in September.

Kind Regards



Mrs Jenner  
Headteacher