

Aspiration  
Respect  
Endeavour

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Roding Valley  
HIGH SCHOOL

20th July 2021

Dear Parent/Carer,

We are really looking forward to you joining our school community in September. We are so pleased that so many are able to attend the summer school. This will be a great opportunity for your child to meet new friends and familiarise themselves with the school. The Summer School page of our Microsite has now been updated by Miss Larkin and Mr Price with the final arrangements, please click on this [link](#) to visit the page.

We are getting many calls today from parents whose children are self-isolating as instructed by their primary school. I am sorry, but we cannot allow children to attend the summer school until their period of self-isolation is completed. Please do not send your child in if they are self isolating.

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. I appreciate that you did not know us 'pre-covid' but these would include designated toilets for year groups and zoned areas for lunch breaks/tutor time. 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.

We want to fully embrace the vertical mixing of our students and reigniting our student mentor schemes and House assemblies. This will mean that Year 7 forms will be allocated with 'YES' prefects and 6th Form mentors. These are just a couple 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 secondary schools 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 this would be the first time of doing them for the vast majority of students. Students in Years 8-13, will collect home test kits from the school and then carry out a test prior to starting the autumn term. Once Year 7 have completed their two tests on-site, they will then be expected to test at home, twice weekly (Sunday & Wednesday) in line with the rest of the student community.



### Start of term dates are as follows:

- Wednesday 1st September: Staff training day
- **Thursday 2nd September: Year 7 only to attend for testing and collection of timetables then return home - please see allocated times below and please complete consent prior to attending**
- Friday 3rd September: Year 7 & 12 Induction / lessons start
- Monday 6th September: All years return to school

### Start of Term Arrangements for Year 7

Our new Year 7s joining us will attend the school site on **Thursday 2nd September** to take a Lateral Flow Test. The students have been allocated times staggered throughout the day and their times have been allocated alphabetically. Students only attend for the time of their test and then return home.

To facilitate this testing on-site, **we require you to give consent for your child in Years 7** to be tested. Please complete the form [here](#) to give consent and these are some [instructions](#) on how to use the website.

### Thursday 2nd September

Time	Surnames Beginning
9.00am	A-B
9.30am	C-D
10.00am	E-G
11.00am	H-K
11.30am	L-N
12.00pm	O-R
13.00pm	S-T
13.30pm	U-Z

### Friday 3rd September

Lessons start for all Year 7

Year 7s should arrive in Full School uniform, entering via the Brook Road gates at 8.25 am

### Monday 6th September

This will be a normal school day and during the day, the Year 7s will take their second Lateral Flow Test.

Year Group	Gate entrance	Arrival time
7	Brook Road Gates	8.30 am

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

As you know, Mr Ryan is the Progress Leader for Year 7. Supporting Mr Ryan and the students is a team of Academic Mentors. Your son/daughter will find out which academic mentor group they are in when they collect their timetable.

<b>Argon</b>	Miss El-Attaoui
<b>Beryllium</b>	Miss Richards
<b>Carbon</b>	Mr Melvin
<b>Fluorine</b>	Mrs Abbott
<b>Hydrogen</b>	Mr Baidoo
<b>Lithium</b>	Mr Ohemeng
<b>Magnesium</b>	Mr Member
<b>Neon</b>	Miss Frank
<b>Oxygen</b>	Mr Allen

## September 2021 Timetable

Below is the overview of the normal school 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	

**Gates will 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. The contingency timetable can be found on our school website - [timings of the day](#).

### **PE Kit**

Following the positive feedback from students in the lower years coming into school wearing their PE kits, we are going to continue with this for students in Years 7, 8 and 9. We will, however, review this at Christmas. Please be aware that students must only wear RVHS PE kit and must still wear their blazers. It is not compulsory to have their names embroidered on their kit.

### **Break and Lunch Time**

There is 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 snacks

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

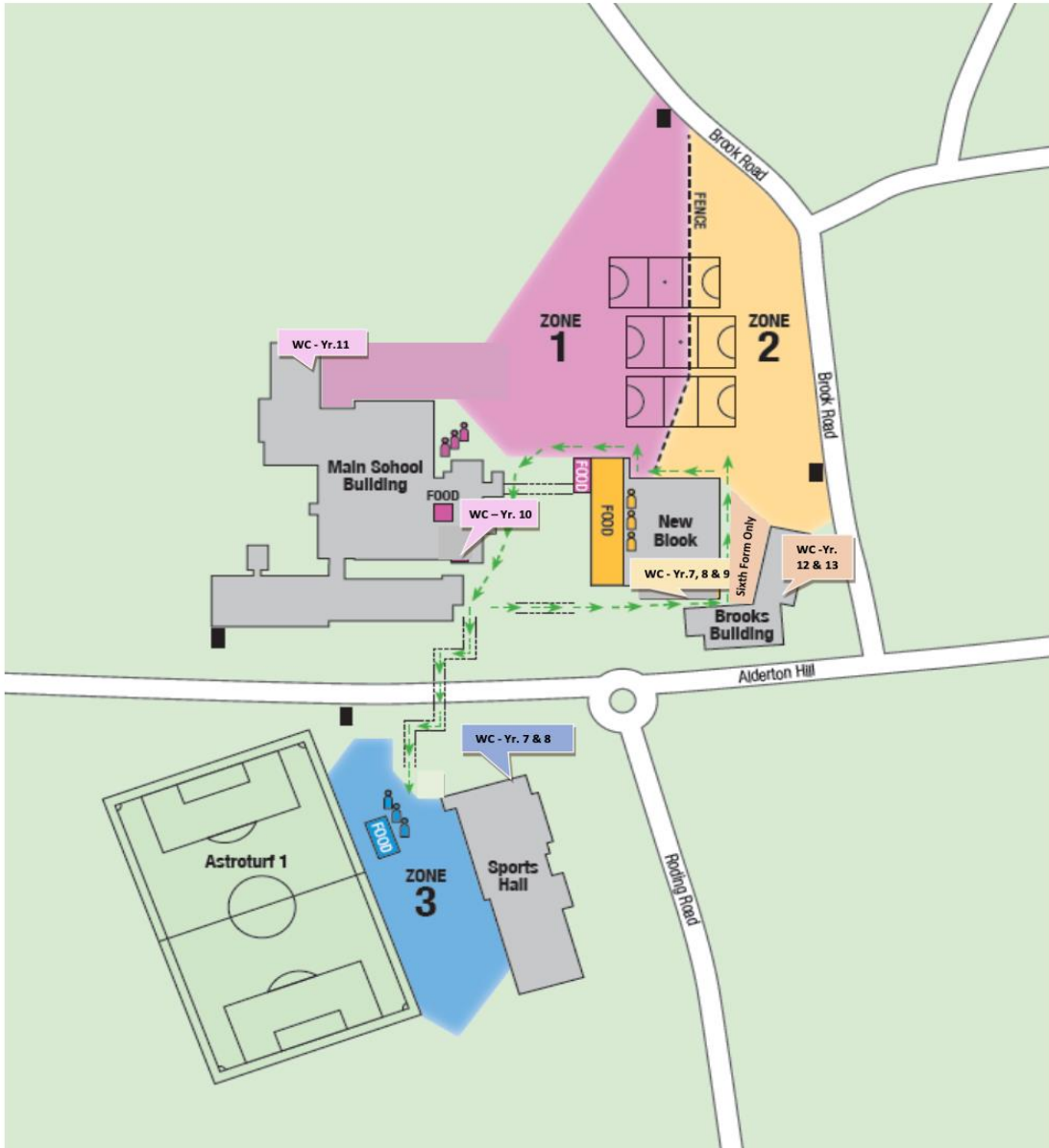
- Years 7 and 8 will be in Zone 3 - including the use of the Astro. This area has its own set of toilets and The Shack will be open for drinks and snacks, to avoid the need for the students to head back across the bridge. Year 7s have an additional 15 minutes lunchtime before the rest of the student community, this allows them time to collect their food and then move over to their zone.
- 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 below 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.

### 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 Low, [jlow@rodingvalley.net](mailto:jlow@rodingvalley.net) 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 the school office. I trust that all information regarding transition can be found on our [Transition Microsite](#). Please be reassured and reassure your child that we do not expect you or them to remember every little detail of this information we have shared with you. We will support and guide them to learn new routines and expectations and will be in regular communication with our parents and carers as always. I do appreciate it is a lot to take in.

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