

Aspiration  
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Endeavour

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www.rodingvalley.net  
Headteacher: Mrs S Jenner  
Chief Executive Officer: Mr P Banks



Roding Valley  
HIGH SCHOOL

August 2021

Dear Parents and Carers of Year 12 Students for September 2021

Firstly, we wanted to welcome you and your son/daughter to the Roding Valley Sixth Form Community. We look forward to working with you over the coming two years. This letter sets out what the academic year will look like for year 12 and some of the plans we have in place for them.

Year 12s start the academic year on **Friday 3rd September**. They will need to arrive on school site at **9am** to sign in in the **Sports Hall**. We have put in place a programme to prepare them for their sixth form studies. They will not start formal lessons until Monday.

### Term Arrangements for Year 12

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 and Thursday 2nd 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.

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:**



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Wednesday 1st September: 10 am to 4.30pm

Thursday 2nd 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.

The test kits need to be collected and used prior to students arriving for their **first day on Friday 3rd September at 9am.**

Please do note since 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.

### September 2021 Timetable for Sixth Form

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

### THE SCHOOL DAY

- Period 1 8:40am – 9:00am
- Period 2 9:00am – 10:00am
- Period 3 10:00am – 11:00am
- Break time
- Period 4 11:20am – 12:20pm
- Period 5 12:20pm – 1:20pm
- Lunchtime
- Period 6 2:00pm – 3:00pm

Year 12 students will be timetabled into independent study lessons in addition to their subjects. During this time, they will be able to complete work and enrich their knowledge of their subject choices. If students do not have a lesson during period 6 they will be able to leave the site and work at home. This privilege could be revoked if we have concerns about a student's progress and this therefore remains at our discretion.

### Break and Lunch Time

Years 12 and 13 will have use of the independent study space and the courtyard between the Brook Building and the New Building. Students will be allowed off site for their lunch via the Brook Road gate, but will be expected to return promptly for period 6 lessons.





### 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 Miss 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.

### Uniform

All sixth form students are required to adhere to our uniform code, please see attached document. We are grateful for your support with this and in ensuring that they are outstanding role models to our younger students.

If you have any further questions or queries regarding any of this information please contact [sixthformoffice@rodingvalley.net](mailto:sixthformoffice@rodingvalley.net).

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

Yours faithfully

Ms A Wheaton  
Assistant Headteacher: Director of Sixth Form

Mr R Mammen  
Senior Deputy Headteacher

