



17 July 2020

Dear Parents/Carers,

Parents' letter: Summer 2020

Firstly, I hope that this letter finds you and your families safe and well. I am delighted to report that up to present we have had no cases of COVID-19 reported for either staff or pupils. Long may this continue! As we come to the end of the summer term 2020 I am writing to give you vital information in relation to a number of school matters. The first part of my letter will deal with current school matters and the second half will deal with how our pupils will be returning to school in September.

During the summer term we have regularly had between 15 and 30 pupils attending our provision for key worker children and those we deem vulnerable. This provision will finish on Friday 17th July, the end of term, and we will not be continuing this through the summer break as I wish my staff to have a good break to enable them to prepare, and be refreshed for the challenge that will come in September. We will continue to assist some families who need support in a variety of other ways through our pastoral team.

Although we have not been in school our year 10 pupils were able to apply for prefect, buddy prefect and senior prefect positions through submission of a letter. After shortlisting took place identified candidates were invited into school for a socially distanced interview with Head of School, Mrs Haydock, Deputy Head, Mrs Dougan and Head of Year, Mrs Johnstone. All candidates performed admirably and after some deliberation the following were appointed. Head Girl – Madison Heys; Head Boy – Minhaz Khan; Deputy Head Girl – Annabelle Irvine; Deputy Head Boy – George Lee. Our congratulations go to these fine young people and we look forward to them taking up their posts in September. All prefects are coming into school on Saturday 25th July for their training session with Mrs Dougan and Mrs Johnstone to ensure they are prepared for our return to school. Our staffing for the new school year remains as strong as ever with only one change. Mr Woolf has been appointed as teacher of maths, covering for Miss Walker who will be on maternity leave. We wish her a safe delivery in August. We will also welcome a number of trainee teachers to The Hollins following either the School Direct or SCITT routes that we provide for teachers of the future. The Hollins became the lead school for the Pennine Lancashire SCITT on 14th July 2020 under the leadership of Mrs Stubbs and we will be looking to recruit trainees for September 2021 in the new school year.

The last four months have been challenging for everyone in different ways. Teachers have had to change their working practice, often alongside providing home-schooling for their own children; pupils have had to get used to remote learning on a variety of platforms, ensuring they have a routine for learning at home and being self-motivated and parents have had a flavour of the face to face contact, through home-schooling, that teachers experience every day, as well as, in many cases, working jobs. We have now had guidance from the DfE that all pupils will return to school in September and the remainder of my letter will set out the key information about this.

When we return, we have a staff training day on Tuesday 1st September. We will then have a staggered return to school for all pupils over the next four days. On Wednesday 2nd September our new year 7 pupils will be the only classes in school. This is to give these pupils some transition time which has been missed out on through not being in school during the summer term and for some pupils it may be the first time they have set foot in The Hollins. I am sure you can see the reasons for us doing this. On Thursday 3rd September, year 7 will be joined by year 11, our GCSE exam year pupils and on Friday 4th year 10 will come in as well. Years 8 and 9 will return on Monday 7th September. I appreciate that if you are a parent of a year 8 or 9 child you may be disappointed that they are not returning until Monday 7th but I am sure you will understand the reasons above for year 7 and 11 returning first and that all staff and pupils will have to adapt to a completely new way of working in school. There are bound to be issues to be ironed out and if we can do this over a period of three days, when all pupils return on Monday 7th we hope things will run smoothly. Below is a grid with dates and timings in for all years. You will also see that there is a staggered start and finish time to the day, with different entrances, again this is to prevent pupils mixing outside of their year group 'bubbles'.

Tuesday 1/9 – INSET day for staff
 Wednesday 2/9 – year 7 only (induction and procedures).
 Thursday 3/9 – year 7 and 11.
 Friday 4/9 – years 7, 10, 11.
 Monday 7/9 – all year groups.

Entering and exiting school and base areas:

Year group	Exit and enter school	Start of school day	End of school day	Teaching base rooms
7	Reception door	8.50	2.50	1, 2, 5, 6, 7, 8
8	Reception door	9.00	2.55	11, 12, 13, 14, 15, 16
9	Covered way (by rm 17)	9.00	2.55	3, 4, 9, 10, 17, 18
10	Covered way (by rm 17)	8.40	2.45	(19), 25, 26, 34, 36, 37, 38
11	Reception door	8.40	2.45	39, 40, 41, 43, 44, 45, 46

The over-riding principles of our plan are to keep procedures as simple as possible, to ensure that the risk of COVID-19 is as low as possible, and to ensure that our pupils are given learning opportunities across a broad and balanced curriculum – they deserve nothing less. To minimise the risk of infection all classes in years 7, 8 and 9 pupils will remain in their mixed-ability classes, in the same room, for all lessons except PE. This will minimise any movement around school. Unfortunately, guidelines mean that we cannot do practical lessons in the majority of cases but some limited and carefully controlled activities can take place.

Years 10 and 11 will also have base rooms (as seen above) and will be taught in their maths sets for all core subjects in the same room. Options will also be in the base rooms except where we can access specialist rooms for subjects such as computing or art and where strict hygiene precautions will be taken. All year groups will have a designated break time or lunch time space just for their year group and we will have three staggered half hour lunch breaks with only two year groups at a time and year 7 on their own. Specific details and timings will be given to pupils in September.

Unfortunately, the new guidelines mean that pupils will not be able to use their lockers. However, as they will spend most of their time in one room we will provide every pupil with a zippered folder to keep all their books in that can remain in their base room with their equipment. There will be no need to take bags with them at break or lunch as they can be left in their rooms. Again, we are trying to minimise the amount of equipment being brought to and from school.

Every pupil will be expected to be in full uniform. Just to confirm, year 7 wear a green polo shirt, year 8 wear gold, year 9 wear white and year 10 wear light blue with year 11 wearing red. Years 7 to 10 have a black sweatshirt and year 11 have a blue sweatshirt. All of these items should have The Hollins badge and are available from Abbey Street or Whittakers at Oswaldtwistle Mills. Black school shoes are required and NOT trainers or trainers sold as school shoes. The full uniform information including PE kit is available on the website www.thehollins.com

On the day(s) when your child is timetabled to have PE/Games, they must come to school in their full PE kit, plus bring with them outdoor training shoes, spare socks and a waterproof jacket. Students will remain in this throughout the day.

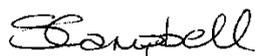
To comply with government guidance, we will have to insist that visitors to the school are kept to “essential” persons only and by appointment only. Please do not just turn up as we may be unable to help you and do not wish to cause offence. Office staff will keep the partition closed as conversation is still possible through them and ensure, that along with the usual protocol of informing visitors about allergy foods and safeguarding expectations, they will also insist on the completion of a CV19 “Track and Trace” information sheet – any refusal to complete this means the visitor cannot enter our premises as they could potentially present a risk to our staff and pupils.

School buses to Huncoat and Fern Gore will run as normal. If your child catches one of these buses current guidance is that they MUST wear a mask while travelling and MUST sanitise their hands on entry and exit using the products provided. Where possible they should sit in their year group 'bubbles' on the bus and not mix with other pupils. When waiting for the bus at the end of the day social distancing will be expected and supervised by our staff. The same expectations will apply to anyone catching a public bus to school. If it is at all possible we would encourage pupils to walk, cycle or be a car passenger for their journeys to and from school. With regards to wearing masks inside school, Public Health England have stated that they are not required in schools as pupils and staff are mixing in consistent "bubbles" and misuse of masks may inadvertently increase the risk of transmission.

There is a huge amount of information here for you to take in. This is a new scenario for all of us and I am sure it will not be perfect but we will do everything in our power to ensure that your children are safe, and still receive a quality education, and I ask that you trust us to do that. If you have any queries please do not hesitate to contact school via the enquiries@thehollins.com

Finally, I hope you and your families have an enjoyable and restful summer. September will be a challenge for all of us. I look forward to seeing our fantastic pupils raring to go on our return.

Yours sincerely,



Steve Campbell, NLE
Headteacher