

The Frances Bardsley Academy for Girls



September 2020 – A Guide to the New Term

This guide has been written to provide you with the key information about the plans for September 2020.

It is the Government's plan and ambition that all pupils, in all year groups, will return to school full-time from the beginning of the autumn term; at FBA, we share this ambition.

The Government released guidance to schools on the 3rd July about how schools should plan for full opening for September and we have been spending considerable time planning to ensure we can provide a broad and balanced curriculum and a range of school activities which are in-line with the public health requirements.

We are having to adapt the way in which we work in school which includes:

- minimising contact between different groups of students and allowing for social distancing whenever possible;
- restricting movement around the school site;
- amendments to the time of the school day;
- staggered lunchtimes;
- classroom organisation, the use of equipment and the restriction of specific activities.

We hope that the changes and restrictions are only temporary but we do not have an end date for when we can revert to the usual timetable and programme of extra-curricular activities.

There will be further detailed information sent out to students and parents during the week beginning the 24th August and we do ask that you keep an eye out over the summer for letters and other communications from the school via ParentMail, Twitter and the school website. There may well be changes made to the Government guidance during the summer break to which we will have to respond and amend our plans.

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Introduction to Government Guidance

It is the Government's plan and ambition that all pupils, in all year groups, will return to school full-time from the beginning of the autumn term.

The risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school. Owing to the reduction in infections with Covid 19, the Government has outlined that the balance of risk is now overwhelmingly in favour of children returning to school.

The framework of advice and guidance is organised in 5 sections:

- 1) Public Health Advice, Endorsed By Public Health England (PHE)
- 2) School Operations
- 3) Curriculum, Behaviour and Pastoral Support
- 4) Assessment and Accountability
- 5) Contingency Planning to Provide Continuity of Education in the Case of a Local Outbreak

This guide will outline the key ways in which we are following the guidance as published by the Department for Education on the 3rd July.

There may well be changes to the guidance for schools over the summer holiday period. We will therefore be sending more detailed information to students and parents during the week beginning the 24th August.

The full version of the guidance can be found at

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Public Health Guidance overview

The first section of the Government guidance relates to the **public health advice schools must follow to minimise the risks of coronavirus (COVID-19) transmission**. It sets out systems of controls which must be included in a **risk assessment** document which must be approved by the local authority.

The system of controls provides a set of principles and if schools follow this advice, they will effectively minimise risks. All elements of the system of controls are essential. **All schools must cover them all, but the way different schools implement some of the requirements will differ based on their individual circumstances**. Where something is essential for public health reasons, as advised by PHE, we have said '**must**'. Where there is a legal requirement we have made that clear. This guidance does not create any new legal obligations.

System of controls: This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection'.

Prevention:

- 1) **Minimise contact with individuals** who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) **Clean hands thoroughly** more often than usual
- 3) **Ensure good respiratory hygiene** by promoting the 'catch it, bin it, kill it' approach

- 4) Introduce **enhanced cleaning**, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) **Minimise contact between individuals** and maintain social distancing wherever possible
- 6) Where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 6 applies in specific circumstances.

Response to any infection:

- 7) Engage with the NHS Test and Trace process
- 8) Manage confirmed cases of coronavirus (COVID-19) amongst the school community
- 9) Contain any outbreak by following local health protection team advice

Numbers 7 to 9 must be followed in every case where they are relevant.

What we will do at FBA

1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school

There is a detailed list of public health rules that students, staff and parents must follow.

This can be found in the Government guidance document and will be sent out to students and parents during the **week beginning the 24th August**.

2) Hand Washing and hygiene

There will be large numbers of hand sanitising stations installed in the school and hand sanitizer will be available in all classrooms.

Students will be expected to wash/sanitise their hands more frequently throughout the day e.g.

- When they enter the school building
- Before eating
- After eating
- After using the bathroom
- When moving between classrooms

3) Catch it, bin it, kill it

The 'catch it, bin it, kill it' approach is very important and we will have bins in all classrooms and tissues available; we would also ask students to bring tissues with them. This guidance is displayed around the school and students will be expected to follow this.

4) Enhanced cleaning in school

The school will provide an enhanced cleaning programme in-line with the Government guidance

- New cleaning schedule
- Frequent cleaning of rooms
- Students using anti-bacterial wipes to clean desks after their use
- Frequently touched surfaces being cleaned more often than normal

Although not required, we will be allocating different groups their own toilets and these will be cleaned more frequently.

5) Minimise contact between individuals and maintain social distancing wherever possible

The guidance outlines that schools must consider the best approach for their circumstances when trying to minimise contact between individuals and maintaining social distancing. Unlike primary schools, students have different teachers for the subjects on the timetable so it is not educationally sound to assign students to one teacher for their lessons.

Bubble Groups: The students have been organised into different bubble groups to try to minimise mixing of students in school which will practically work for delivering the curriculum.

Students will also be taught in different parts of the school to minimise the movement of students and mixing of different bubble groups.

Specific detail for each year group can be on pages 10 - 20.

Year	Bubble Group
7	Tutor group bubble groups = mixed ability <ul style="list-style-type: none">All lessons will be delivered to tutor groupsTutor groups will not mix inside schoolAll Year 7 will share the same playground at lunchtime
8	Half year bubble groups (F & B) <ul style="list-style-type: none">Lessons will be delivered in sets (e.g. F1 – 5 and B1 – 4) and also mixed ability groupsAll Year 8 will share a playground at lunchtime
9	Whole year bubble groups <ul style="list-style-type: none">Without significantly compromising the curriculum and quality of teaching, it is not possible to create a smaller bubble group for Year 9.Students will be taught in sets for core subjects and in option groups.Arrangements have been made so they do not mix with other year groups at lunchtime
10	Whole year bubble groups <ul style="list-style-type: none">Without significantly compromising the curriculum and quality of teaching, it is not possible to create a smaller bubble group for Year 10.Students will be taught in sets for core subjects and in option groupsArrangements have been made so they do not mix with other year groups at lunchtime
11	Whole year bubble groups <ul style="list-style-type: none">Without significantly compromising the curriculum and quality of teaching, it is not possible to create a smaller bubble group for Year 11.Students will be taught in sets for core subjects and in option groupsArrangements have been made so they do not mix with other year groups at lunchtime
6 th form	6th form Bubble group <ul style="list-style-type: none">Year 12 and Year 13 will make up one bubble group in schoolStudents will be taught in their scheduled classesArrangements have been made so students do not mix with other year groups at lunchtime

School Day

We will be following a new school day to try to keep in-line with the Government guidance. As with all the changes, this is **a temporary measure** that will be in place for at least the first half term; the end date will be determined by changes in Government guidance.

Period	Time	Key Information
Period 1	8:45 – 9:45	Morning registration taken in this class
Period 2	9:45 – 10:45	
Period 3	10:45 – 11:45	
Lunchtime or Tutor time	11:45 – 12:15	<ul style="list-style-type: none"> • Lunch Yr 7 & 9 & 11 • Tutor time Yr 8 & 10 & 6th form
Lunchtime or Tutor time	12:15 – 12:45	<ul style="list-style-type: none"> • Lunch Yr 8 & 10 & 6th form • Tutor time Yr 7 & 9 & 11
Period 4	12:45 – 13:45	Afternoon registration taken in this class
Period 5	13:45 – 14:45	Staggered end to the day
Period 6	14:50 – 15:50	Year 11 Tuesday only

Start of the Day

- We have a later start to avoid some of the rush hour traffic, demand on public transport and the restrictions imposed by TfL. We expect more students to walk to school.
- Students can arrive at school **from 8:00 am**. Unfortunately, there will not be a breakfast service in the canteen.
- When students arrive in school they need to go to their outside space or if it is raining to go to their new allocated form rooms. The school building will be open from 8:20.

Lunchtime

We must keep bubble groups apart from one another at lunchtime. By having a split lunch we can achieve this.

Catering: The canteen will still provide both hot and cold food at lunchtime which will be available for all students but will be served and eaten in different locations

Year	Time	Outside space	Food servery	Wet Space
7	11:45 – 12:15	Yr 7&8 area	Pod	Allocated Form base
8	12:15 – 12:45	Yr 7&8 area	Pod	Allocated Form base
9	11:45 – 12:15	Hardstanding/ School field	Canteen	Allocated Form base
10	12:15 – 12:45	Hardstanding/ School field	Canteen	Canteen
11	11:45 – 12:15	Quad	School Hall	School Hall
6 th form	12:15 – 12:45	Marked zone near the back of the field - marked	Common Room/ Study Room/ Classrooms	Common Room/ Study Room/ Classrooms

Queues: We expect that students try to observe social distancing when queuing to buy food

End of the School Day

To minimise mixing of bubble groups, we will have a staggered end to the school day.

- 6th form = 14:45 (via back gate)
- Year 7 = 14:45
- Year 8 = 14:50
- Year 9 = 14:55
- Year 10 = 15:00
- Year 11 = 15:05

Other key points:

- Year 7 leave at 13:45 on Tuesday
- Year 8 leave at 13:45 on Friday
- 6th form will be off-site when not in lessons at the start and end of the day.

Classrooms and other activities

- Student desks – wherever possible, students will be sat side by side and facing forwards, rather than face to face or side on.
- Assemblies – these will not take place live for the first term but will be delivered virtually to tutor groups
- Extra-curricular activities – these will be restricted so participants are only from one year group e.g. the farm will be available on a rota – one year group per day.

6) Personal Protective Equipment (PPE)

The Government guidance does not state that staff or students need to wear PPE e.g. face masks; however, students and staff can choose to do so.

PPE for staff will only be required in a very small number of cases, including:

- where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained
- where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used

N.B. The guidance from the Government for the use of face masks may change

7. Engage with the NHS Test and Trace process

There will be very detailed information sent to students and parents during the **week beginning the 24th August** regarding the protocols we will follow as a school related to the:

- NHS Test and Trace process
- Self isolation

8. Manage confirmed cases of coronavirus (COVID-19) amongst the school community

There will be very detailed information sent to students and parents during the **week beginning the 24th August** regarding the school's actions when we become aware that someone who has attended has tested positive for coronavirus (COVID-19).

9. Outbreak in school/ local community and the local health protection team advice

There will be very detailed information sent to students and parents during the **week beginning the 24th August** regarding the protocols if the school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected.

This may involve a partial closure of the school or whole year groups having to isolate for a period of time.

Remote Learning Approach in the Case of a Local Outbreak

In the event that the school has to partially or fully close because of a localised outbreak, localised lockdown or national lockdown; the following will take place:

- Teachers will provide a 20 minute Zoom lesson for each timetabled lesson
- Follow up activities will be set for students using Show my Homework

Attendance to school

School attendance will be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered student at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Students who are shielding or self-isolating

There is very detailed information provided for students that are shielding or self-isolating.

We have summarised the key points below:

- A small number of students will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19)
- **Shielding advice for all adults and children will pause on 1 August**, so students in this category can return to school. Read the [current advice on shielding](#)
- If there is a localised outbreak then new advice may be provide for students to temporarily shield

If for any reason your daughter is required to self-isolate or shield then we will provide materials and support for her to continue with their learning.

Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised.

Please contact the school for any advice and support required with this via info@fbaok.co.uk

Pupils and families who are anxious about return to school

We completely understand that a number of student and parents may be reluctant or anxious about the return to school. If you do have specific concerns then please send an email to info@fbaok.co.uk and a member of staff from the school will contact you before the beginning of term.

Other Important Information

Uniform

Students will be expected to wear full uniform from September.

Transport

- We expect more students to walk to school
- Parents will not be able to come on to the school site on foot or by car to drop off students
- Buses – there may be limits placed on bus services and the provision of free transport by TfL

We will provide detailed information and guidance about transport with the pack sent out during the **week beginning the 24th August**

Behaviour in School

Updated information will be sent during the week beginning the 24th August which will include details about:

- A new Code of Conduct for students
- Arrangements for behaviour management in school e.g. detentions

Pastoral Support

We appreciate that many students will have been personally impacted by the Corona virus or found being away from school very difficult. We will provide a wide range of support for students when they return to school. Please email info@fbaok.co.uk if you have significant concerns you want to share with us.

First Day of Term

The first day of term for students will be **Monday 7th September**. This will be the first time since March that we have been allowed to have all students back in school which is very exciting; however, we will need to manage this very carefully. Therefore, we will have a staggered start to the day:

Year Group	Start time	End Time
7	8:45	14:45
8	9:45	14:50
9	10:45	14:55
10	12:15	15:00
11	12:45	15:00
12	8:45	14:45
13	11:00	14:45

There will be detailed instructions sent out with the information during the **week beginning the 24th August**

Year 7 Information

Pastoral Care

Mrs Worth and Mrs Miah will be your daughter's Progress Managers. They will work alongside the tutor team and classroom teachers to provide academic and pastoral support to your daughter so that she can maximise her potential and fully benefit from her time at the school. **Mrs Severn** will be your Administrative Support Officer attached to Year 7 to work alongside the Progress Managers.

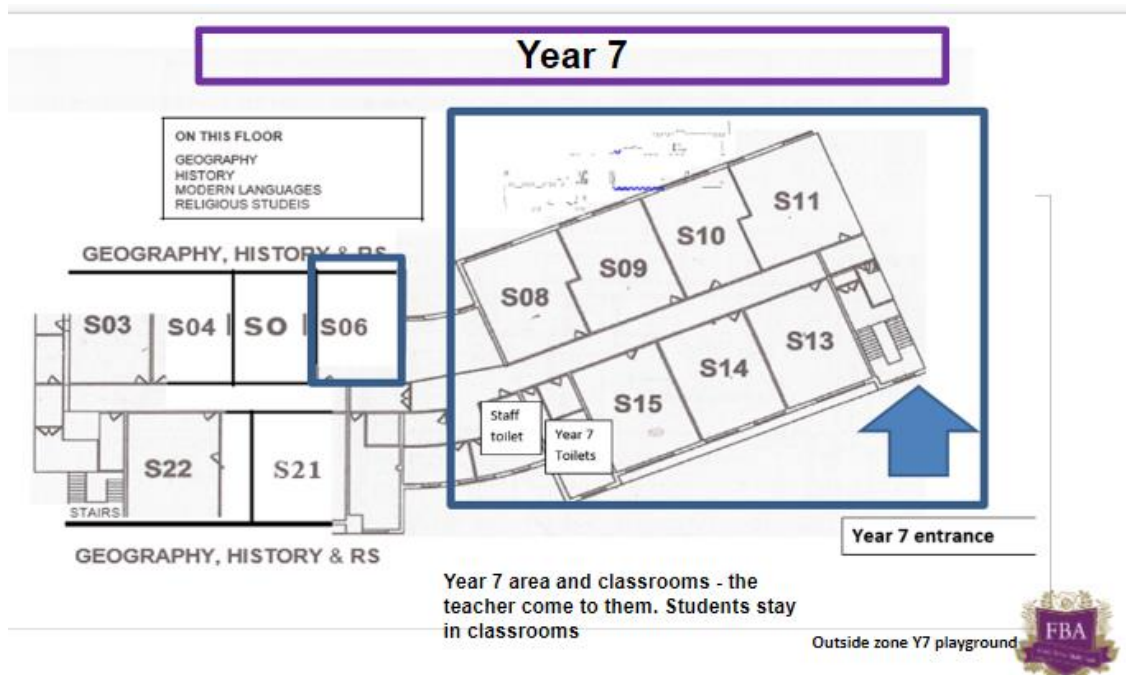
We hope that Mrs Severn will be your first point of communication for all issues related to your child and this ensures that key information is relayed to the correct member of staff.

Year Group	Progress Manager	ASO
7	Mrs A Worth & Mrs S Miah	Mrs T Severn tsevern@fbaok.co.uk

Specific Plans for Year 7

In line with the Government public health guidance, we are trying to minimise the contact between different groups of students.

- **Bubble groups:** The year group has been split into tutor group bubbles. All lessons will be taught in tutor groups
- **School Zone:** The students will have lessons delivered in one area of the school (Rooms S06, S08, S09, S10, S11, S13, S14, S15).



- **PE:** Students will be in fixed groups for PE. Student will need to attend school in their PE kit on the day they have PE to avoid having to change. They should bring their uniform in a bag on the day in the event that they do need to change out of their kit
- **Toilets:** the students will be assigned the toilets on the second floor next to S15
- **Lunch:** students will be allocated an outside space at the front of the school and can buy food from the Pod. This will take place at a different time from the Year 8. If it is raining then students can eat in their form room.

Year 8 Information

Pastoral Support

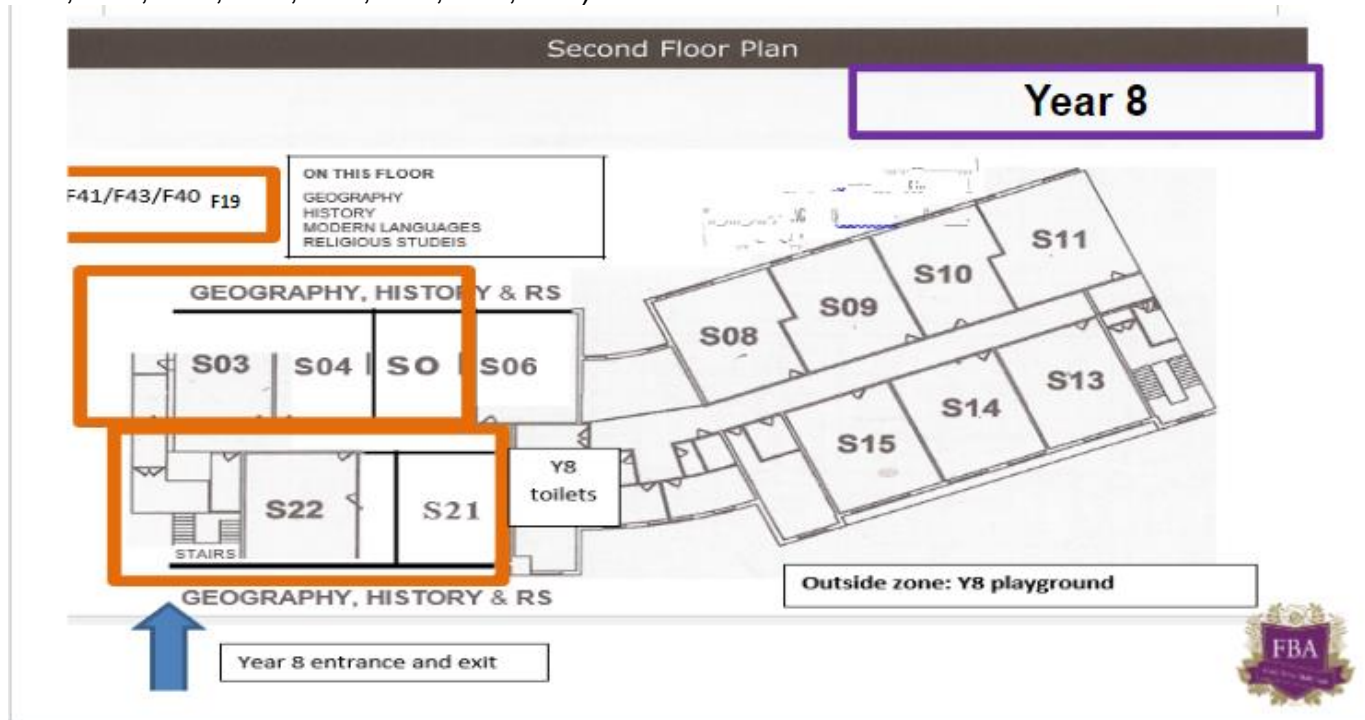
As your daughter moves into Year 8 she will have a **new Progress Manager, Miss A Johnson**. She will work alongside the tutor team and classroom teachers to provide academic and pastoral support to your daughter so that she can maximise her potential and fully benefit from her time at the school. **Miss Newman** will be your new Administrative Support Officer attached to Year 8 to work alongside the Progress Manager. We hope that Miss Newman will be your first point of communication for all issues related to your child and this ensures that key information is relayed to the correct member of staff.

Year Group	Progress Manager	ASO
8	Miss A Johnson	Miss P Newman pnewman@fbaok.co.uk

Specific Plans for Year 8

In line with the Government public health guidance, we are trying to minimise the contact between different groups of students.

- **Bubble groups:** The year group has been split into two bubbles for the delivery of the curriculum (see table below)
- **Tutor groups** have to temporarily change and will now be the same as the students' mixed ability group
- **School Zone:** The students will have lessons delivered in one area of the school (Rooms S03, S04, S05, S21, S22, F19, F40, F41, F43).



- **PE:** Students will be in fixed groups for PE. Student will need to attend school in their PE kit on the day they have PE to avoid having to change. They should bring their uniform in a bag on the day in the event that they do need to change out of their kit
- **Toilets:** the students will be assigned the toilets on the second floor next to S21

- **Lunch:** students will be allocated an outside space at the front of the school and can buy food from the Pod. This will take place at a different time from the Year 7. If it is raining then students can eat in their form room.

Bubble 1	Bubble 2
<p>Sets for Maths, English, Science and French (8F1; 8F2; 8F3; 8F4; 8F5)</p> <p>Mixed ability groups for: Art, Computing, Drama, DT; Food; Geography; History; Music; PE; RS</p>	<p>Sets for Maths, English, Science and Spanish (8B1; 8B2; 8B3; 8B4)</p> <p>Mixed ability groups for: Art, Computing, Drama, DT; Food; Geography; History; Music; PE; RS</p>

Year 9 Information

Pastoral Support

In Year 9, **Miss Tauheed** will continue as Progress Manager. She will work alongside the tutor team and classroom teachers to provide academic and pastoral support to your daughter so that she can maximise her potential and fully benefit from her time at the school.

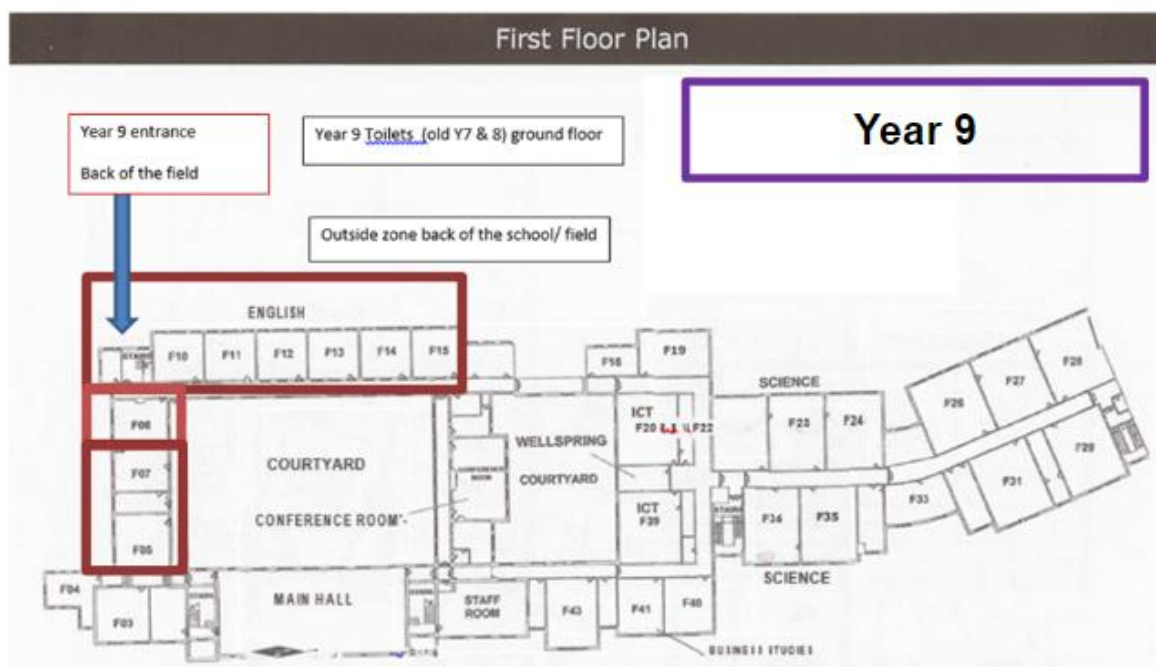
Mrs Sinnott will continue to be the Administrative Support Officer attached to your daughter's year group. We hope that Mrs Sinnott continues to be your first point of communication for all issues related to your child and this will ensure that key information is relayed to the correct member of staff.

Year Group	Progress Manager	ASO
9	Miss Z Tauheed	Mrs Sinnott csinnott@fbaok.co.uk

Specific Plans for Year 9

In line with the Government public health guidance, we are trying to minimise the contact between different groups of students.

- **Bubble group:** The year group will be deemed to be a single bubble group.
- **School Zone:** The students will have lessons delivered in one area of the school (Rooms F05; F07; F08; F10; F11; F12; F14; F15). The only lessons that will not take place in these rooms are: PE; Music, Drama; Art; Food; DT and IT).



- **PE:** Students will be in fixed groups for PE. Student will need to attend school in their PE kit on the day they have PE to avoid having to change. They should bring their uniform in a bag on the day in the event that they do need to change out of their kit
- **Teaching groups:** The students will be taught in sets for English, Maths and Science (RS is taught in the Science groups for timetabling purposes). For all other option subjects, the students will be taught in mixed ability groups.
- **Toilets:** the students will be assigned the toilets on the ground floor near G03
- **Lunch:** students will be allocated an outside space at the back of the school and can buy food from the canteen. This will take place at a different time from the Year 10. If it is raining then students can eat in their form room.

Year 10 Information

It has not been the ideal start to GCSE courses; however, we are sure that your daughter will not only have learnt a great deal academically but also developed in terms of her character and confidence. Please feel reassured that there is plenty of time to complete the courses as the syllabi are designed to be covered over a two year period.

The learning in Year 10 will continue to challenge your daughter and we would ask that over the summer she spends some time reflecting on the year and celebrating her successes but also thinking about aspects of school life and her studies that she may wish to change and improve.

Pastoral Support

Mrs Miller and Mrs Cole will continue to be the Progress Managers for the year group. They will lead tutor team and work alongside the classroom teachers to provide academic and pastoral support to your daughter so that she can maximise her potential and fully benefit from her time at the school.

Miss Hyde will continue to be the Administrative Support Officer attached to your daughter's year group. We hope that Miss Hyde continues to be your first point of communication for all issues related to your child and this will ensure that key information is relayed to the correct member of staff.

Year Group	Progress Manager	ASO
10	Mrs V Miller & Mrs E Cole	Miss Hyde nhyde@fbaok.co.uk

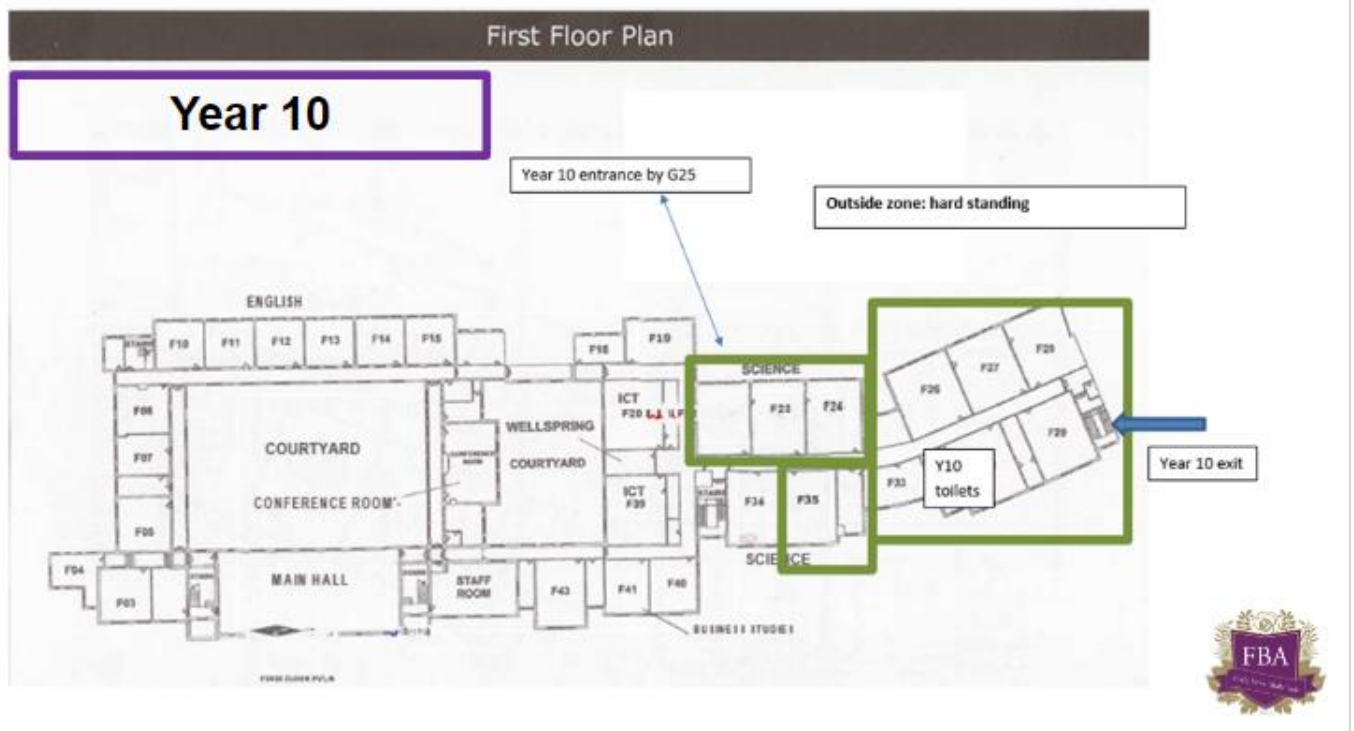
Work Experience

During the next academic year, it is planned that your daughter will take part in a week of work experience from the 21st June to the 25th June 2021. There will be detailed information and guidance communicated to you via **Miss R Woods** (Careers Manager rwoods@fbaok.co.uk). Your daughter is able to organise her own placement so it is worth her thinking about what she would like to do and what opportunities are available.

Specific Plans for Year 10

In line with the Government public health guidance, we are trying to minimise the contact between different groups of students.

- **Bubble group:** The year group will be deemed to be a single bubble group.
- **School Zone:** The students will have lessons delivered in one area of the school (Science labs). The only lessons that will not take place in these rooms are: PE; Drama; Art; Food; Music, DT and IT).



- **PE:** Students will be in fixed groups for PE. Student will need to attend school in their PE kit on the day they have PE to avoid having to change. They should bring their uniform in a bag on the day in the event that they do need to change out of their kit
- **Teaching groups:** The students will be taught in sets for English, Maths and Science (RS is taught in the Science groups for timetabling purposes). For all other option subjects, the students will be taught in mixed ability groups.
- **Toilets:** the students will be assigned the toilets on the Science corridor
- **Lunch:** students will be allocated an outside space at the back of the school and can buy food from the canteen. This will take place at a different time from the Year 9. If it is raining then students can eat in canteen.

Year 11 Information

With the time missed from being in school, we are aware that many students will feel anxious about gaps in knowledge in the build up to the examinations in the summer. We will be providing a wide range of additional support to help prepare your daughters and to ensure that they are fully prepared.

Summer examinations 2021: there is currently a consultation process being undertaken to look at ways in which teaching and learning, examinations and assessments can be adapted to minimise the impact of lost face to face time in school; this is due to close on the 17th July. The document outlines a wide range of actions such as greater choice in examinations and the removal of some content areas. For example, in Geography, the removal of questions related to fieldwork.

The outcome of the consultation is likely to be published during the summer break and we will communicate this with you at the start of next term.

The School Day and Academic Support

Period 6 – Tuesday. In order to fully prepare the students for their examinations, the students will have a Period 6 on a Tuesday. **This is part of the school day and it is therefore compulsory for students to attend.** Students will follow a programme of activities which are designed to prepare them for the examinations.

Study Period – a lesson has been built into the timetable to help prepare students for their examination. During this time, we will also provide some smaller group teaching for students in core areas.

Mock Examinations: Under normal circumstances, the students would have two sets of mock examinations. We have made the decision to reduce this to one mock examination period to minimise the disruption to teaching time; the mock examinations will take place from Monday 22nd February to Wednesday 3rd March 2021.

Revision Support: There will be a revision timetable created in the new academic year which will outline the times of the sessions run by each department; these will run before school, at lunchtime and after school. We intend to open the 6th form centre during the half term holidays and Easter holiday to provide a study space for students; there will be an extensive programme of guided revision run during the Easter holiday.

Additional Support – Every year, we run intervention sessions throughout the school day for Maths, English and Science. We will continue to do this and provide even more for the students this coming year. The Government announced in June that they would be providing an additional £1 billion to directly tackle the impact of lost teaching time. This will also include the introduction of the National Tutoring Programme to support disadvantaged students. At present, we do not know how much money we will receive but when we know we will be able to plan additional support for students.

Examination Preparation Evening: On Wednesday 16th September, we plan to hold an Examination Preparation Evening for parents/carers. Do not worry, we won't make you sit any exams but we will be running sessions and providing advice for how best to support your daughters throughout the year and during the examination season. Owing to the restrictions, it is our intention to run this evening virtually and we will publish details about this at the start of next term.

Pastoral Support

As your daughter moves into Year 11 she will have a new Progress Manager, **Mrs Potter**. She is an experienced head of year and we are delighted to welcome her to FBA. We would like to put on record our thanks to **Mrs Ford** for her hard work with over the past academic year and wish her best wishes in her new position as SENCO at FBA.

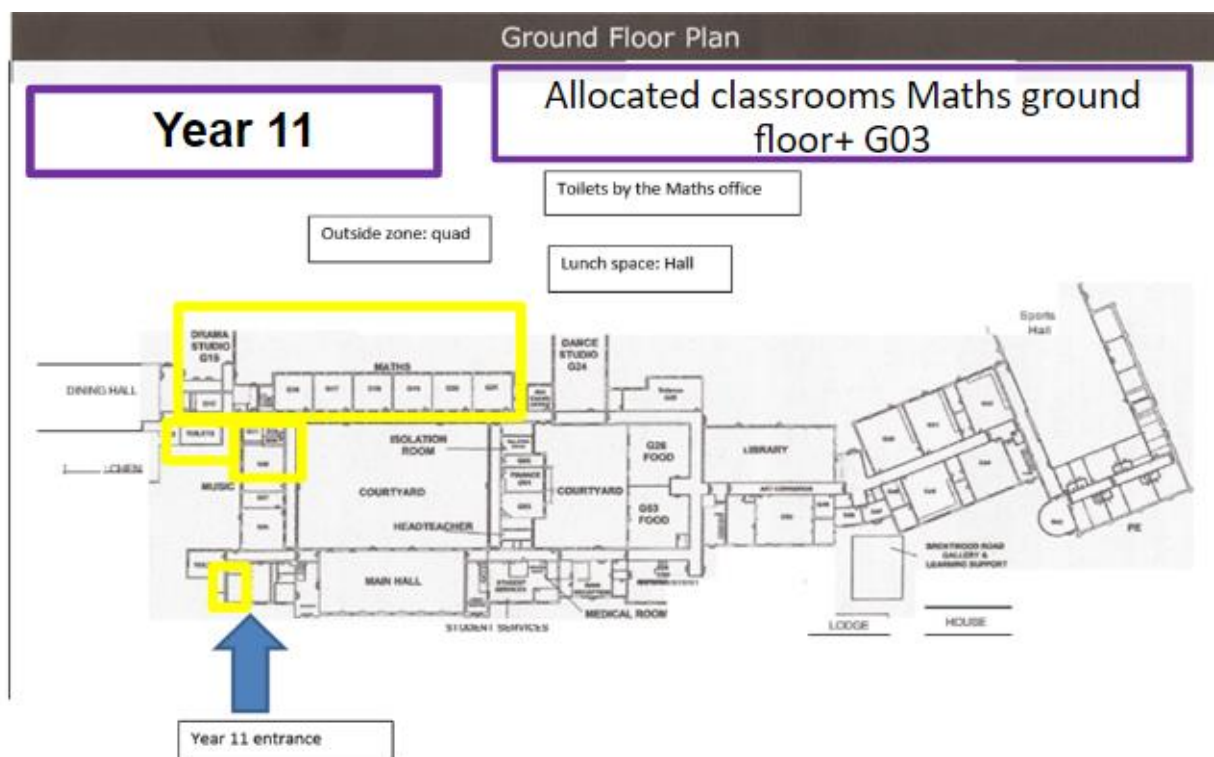
As progress manager, Mrs Potter will work alongside the tutor team and classroom teachers to provide academic and pastoral support for your daughter so that she can maximise her potential and fully benefit from her time at the school. **Mrs Chatfield** will continue to be the Administrative Support Officer attached to your daughter’s year group. We hope that Mrs Chatfield continues to be your first point of communication for all issues related to your child and this will ensure that key information is relayed to the correct member of staff.

Year Group	Progress Manager	ASO
11	Mrs L Potter	Mrs Chatfield dchatfield@fbaok.co.uk

Specific Plans for Year 11

In line with the Government public health guidance, we are trying to minimise the contact between different groups of students.

- **Bubble group:** The year group will be deemed to be a single bubble group.
- **School Zone:** The students will have lessons delivered in one area of the school (Rooms G03; G08; G15; G16; G17; G18; G19; G20; G21). The only lessons that will not take place in these rooms are: PE; Drama; Art; Music; Food; DT and IT).



- **PE:** Students will be in fixed groups for PE. Student will need to attend school in their PE kit on the day they have PE to avoid having to change. They should bring their uniform in a bag on the day in the event that they do need to change out of their kit
- **Teaching groups:** The students will be taught in sets for English, Maths and Science (RS is taught in the Science groups for timetabling purposes). For all other option subjects, the students will be taught in mixed ability groups.
- **Toilets:** the students will be assigned the Year 9&10 toilets near the canteen
- **Lunch:** students will be given the main hall as a space for their lunch and they will be able to buy food from here. They will be able to use the Quad as an outside space.

Sixth Form Information

With the time missed from being in school, we are aware that many students in Year 13 will feel anxious about gaps in knowledge in the build up to the examinations in the summer. We will be providing a wide range of additional support to help prepare your daughters and to ensure that they are fully prepared.

Summer examinations 2021: there is currently a consultation process being undertaken to look at ways in which teaching and learning, examinations and assessments can be adapted to minimise the impact of lost face to face time in school; this is due to close on the 17th July. The document outlines a wide range of actions such as greater choice in examinations and the removal of some content areas. For example, in Geography, the removal of questions related to fieldwork.

The outcome of the consultation is likely to be published during the summer break and we will communicate this with you at the start of next term.

Pastoral Support

In the 6th form, your daughter will be supported by:

Mrs Loyal	Assistant Vice Principal/ Head of Sixth Form
Miss Mond	Deputy Head of Sixth Form
Miss Harris	Assistant Head of Sixth Form
Mrs Doherty	Sixth Form ASO cdoherly@fbaok.co.uk

Mrs Doherty will be the Administrative Support Officer for the Sixth form. We hope that she will be your first point of communication with all issues related to your daughter and this will ensure that key information is relayed to the correct member of staff.

Specific Plans for the 6th form

In line with the Government public health guidance, we are trying to minimise the contact between different groups of students.

- **Bubble group:** Year 12 and Year 13 will be deemed to be a single bubble group.
- **School Zone:** The students will have lessons delivered in different rooms around the school and sole use of the Sixth Form Centre.
- **Teaching groups:** The students will be taught in their scheduled teaching groups
- **Toilets:** the students will be assigned the Year 11 toilets near the New Library and the toilets in the Sixth Form Centre
- **Lunch:** students will have use of the Study Room, Common Room and classrooms in the Sixth Form Centre. They will be able to buy food from inside the Sixth Form Common Room and have a space on the field assigned to them.