



**Dear Parents and Carers of Year 7 students,**

We very much hope that you and your family have managed to enjoy the summer break, and are now looking forward to joining the Penrice Community from Thursday 3rd September! We are very pleased to say that the Government's ambition has continued to be for Penrice and all other educational settings to safely welcome back all of our students for a full curriculum and learning experience for the Autumn term.

We are writing now to give you more details about a Covid safe start for our new Year 7 cohort on Thursday 3rd and Friday 4th September. Alongside this letter, we have compiled a wealth of information and videos on our website, so please do take a look at the Return to School page.

We also wanted you to be aware of the following details before your child starts with us next week:

- All Year 7 students should arrive in school on **Thursday 3rd September at 8.20 and depart at 2.55**, staff will be present at all entrances ready to guide students to their tutor rooms
- Parents and carers will not be permitted on the school premises, any queries, please use the reception number (01726 72163) between 8.00 and 4.00
- On arrival, students will be expected to sanitise hands. This will be repeated throughout the day on entry and exit to rooms
- Year 7 students will remain in their Year group 'bubble' for the duration of the day, and their tutor rooms are zoned in the English and Humanities classrooms
- Tutor Rooms for Year 7 are indicated in green below: E8, H3, E6, H4, E7, H5, H6, H1, E9, H2



- 7LP – E8
- 7JS – H3
- 7JH – E6
- 7AJ – H4
- 7DJ – E7
- 7SW – H5
- 7JHO – H6
- 7ST – H1
- 7AS – E9
- 7RC – H2

- All students will be expected in **full school uniform**, PE kits will not be required on the first 2 days, but will be required during all timetabled PE lessons. Any issues with regards to uniform, please contact us before Thursday 3rd September and we will do what we can to support
- All students will need to bring their own equipment with them for the day
- All students will be required to bring their own **face coverings**, and a suitable plastic storage bag, these will be worn on corridors and communal spaces to reduce transmission, but not required to be worn in classrooms or when outside
- Students can choose to wear face coverings at other times providing they do so respectfully and sensibly
- To keep all staff and students as safe as possible, from September we will be operating an amended Covid specific behavior policy, this is available to view on our school website
- To minimise transmission risk, all students will be using external routes to move around the school site and for break and lunch times, so they will need a **waterproof coat** at all times in school
- Where possible we would encourage all students to walk, cycle or drive to school with members of their household only
- Dedicated school transport will operate services as normal, year groups will have zoned seating on buses to minimise contact, Year 7 will be seated together at the front of the bus, and all students will be expected to wear face covering on these buses
- To minimise contact and movement throughout the day, we will be operating a modified timetable of 2 lessons per day, students will receive their full curriculum over a 4 week cycle
- Break time will be staggered through the day and supervised at all times, Year 7 will have break from 9.45-10.15 and again at 12.40-1.10
- Students will be issued timetables on Thursday 3rd September
- **We would recommend that students bring packed lunch** where possible as canteen access will be restricted to once per day. Year 7 students who need access, will be escorted to the canteen from 9.45-10.00
- Those in receipt of Free School Meals, or needing to purchase a packed lunch can collect 5 grab and go items (including hot items) from the canteen. These packed lunches will cost £2.25 per day via parent pay for those not in receipt of Free School Meals
- We will be running **Year 7 Penrice Plus** activities on Wednesdays, and we would encourage your child to sign up for an extracurricular activity before the end of the first week - more details will be sent to you via email on Thursday 3rd September

If you have any questions concerning your child, please do not hesitate to get in touch with Head of Year 7, Mrs Taylor.

If you have any concerns about the school protocols or policy, please do not hesitate to get in contact with me.



Kind Regards,  
Lucy Gambier,  
Head of School