



Dr R Chatterjee, PhD.
Deputy Head Pastoral
ranjit.chatterjee@ellesmere.com

3rd September 2020

Dear Parent,

I hope that you are all well and that your children are looking forward to next week. With College reopening after what will have been a long break for some, I now write to give you some information on the practicalities of coming back to school. Inevitably in a letter such as this my tone has to be "instructional", but I am sure that you understand that it is important for me to be very clear for the benefit of all involved.

Below is a summary of some of the changes we have made due to Covid-19. The full details of which can be accessed by clicking this link:

<https://www.ellesmere.com/about-us/ellesmere-college-covid-19>

Face Coverings

Pupils in year 7 or above will be required to wear a face covering when on College transport and moving around the school indoors, e.g. corridors or communal areas. They will not need to wear them in classrooms unless they choose to do so or when they teacher asks them to do so. As such they should come to school with a face covering and a suitable plastic bag to store it in when it is not in use. Face coverings should not be extreme in style or offensive.

Bubbles

Pupils will be placed in Key Stage or Year bubbles during the normal school day. House bubbles will also exist. Pupils within bubbles should still aim to maintain social distancing, but at 1m. They are to observe a 2m distance from their teachers where practical.

Hygiene

Pupils are to wash their hands regularly; from when they arrive in school, return from breaks, change classrooms, before eating and when changing their face covering. Hand sanitisers will be used where hand washing is not practicable, for instance before and after using key pads to go into Houses.

Cleaning

There will be an enhanced cleaning programme in school, which will include more frequent cleaning of shared areas, frequently touched surfaces and toilet facilities. Desks will be wiped down between classes. Shared resources between bubbles will be cleaned or left for a period of 72 hours before reusing.

Pupils should have their own individual and frequently used items, e.g. pen, pencil, ruler and calculator.



Feeling Unwell

Children should not come to school if they feel unwell, even if it is a cold or hayfever. Pupils who have Covid-19 symptoms should self-isolate and get a test. If a pupil tests negative and if they feel well and no longer have symptoms similar to coronavirus, they can stop self-isolating and return to school. If the pupil remains unwell following the test, (such as with a different illness), then they should remain at home. Boarders will be cared for by the school and after an initial assessment a decision will be made as to where the pupil will stay.

Assemblies

Large groups, outside of bubbles, will not be gathering, so assemblies will take place in Tutor groups via TEAMS.

School Day

Breaks and lunch times will be staggered to help maintain social distancing between bubbles. Dining areas will be cleaned between bubbles.

School Uniform

Sixth Form - Uniform will be as normal. Suits/kits for the school day and the Ellesmere tracksuit/sports kit for games/activities.

Year 3-11 - Full College tracksuit for the school day. This will be in place for at least the first half of term with sports kit for games/activities. Pupils will need to have appropriate footwear for their games sessions. This will be reviewed at half term and parents informed if any change is to be implemented.

For Clarity

All sports clothing worn during the school day must be current Ellesmere College branded kit, with no exceptions. The College tracksuit top/hoodies/waterproofs are all classed as the same, so any of the three can be worn. Shorts/skirts are not to be worn during lessons or lunch time. T-shirts/polos worn under their tracksuit tops should be College tops, which include Competitive House tops. There is no need to wash clothing more often than usual.

School Transport

In line with the government guidelines for school buses, pupils will need to follow certain measures.

- i. Pupils will sit, where possible in their year groups, a seating plan will be used.
- ii. Hand sanitiser will be used on boarding and disembarking school transport.
- iii. Pupils should only handle their own bags.
- iv. Pupils in year 7 or above should wear a face covering when on school transport. The face covering should not be extreme in style or offensive.



Ellesmere

A 7 – 18 Coeducational School

On arriving in school, pupils will need to follow the procedures put in place for social distancing and handwashing.

Parents Driving to School

To encourage social distancing, help with the flow of traffic and also help reduce congestion/time on site we are introducing different drop off/pickup points and a one-way system between 8:20am-8:40am and 5:15pm-5:40pm during the school week.

Years 3-6 - Enter school through the gate near Lower School and drop off/pick up in the Lower School bus park and then exit through the same gate.

Years 7-8 - Enter school through the gate near Lower School and drop off/pick up in the Tennis Centre car park and then exit through the same gate.

Years 9-13 - Enter school through the gate near Lower School and drop off/pick up near St Hilda's and in the main quad. You should leave by turning left out of the main quad to exit down at the main gate of the school (passing the swimming pool). Please **do not** park on the road by the pool. If you are waiting for a swimmer please park on Parry's.

This one-way system and new drop off/pick up system are only for the start and end of the school day, 8:20am-8:40am and 5:15pm–5:40pm. Thank you for your co-operation with this.

With all good wishes.

Yours sincerely,

Ellesmere College, Ellesmere, Shropshire SY12 9AB

Tel: 01691 622321 Fax: 01691 623286

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A Woodard School

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