**17 July 2020**

Dear Parents/Carers and Students

I sincerely hope this letter finds you all well, healthy and safe.

Firstly, I’d like to thank everyone connected with the school for the patience, support and encouragement you have given us all as we have tried our best to navigate through these different and often difficult times. My staff at Cottingham High School deserve huge praise; they have worked tirelessly and selflessly to ensure we have provided the best possible learning experience for our students under these extraordinary circumstances, as well as creating a safe environment for those students who have been in school. I cannot find the words to express how proud I am of everyone associated with CHS.

We advise that your children take a break from study for at least the first two weeks of the holiday, after a significant time away from school whilst facing the challenge of suddenly becoming effective self-managers and independent learners. As parents ourselves, we recognise the stress that supervising and cajoling our sometimes reluctant children to engage in learning can cause, so this break is also important for you. During this time our IT team will be updating some of our systems, so your child may experience difficulties accessing their email, Onedrive and Teams accounts, should they attempt to log on. However, the summer break is a long one, so when your child re-engages with learning, be that at the beginning or the end of August, or in the week prior to coming back, they will find appropriate activities set on Microsoft Teams, SAM Learning and Hegarty Maths to reactivate their minds and switch them on in readiness for something resembling normal school life.

For students in Year 7-9, work will be shared through a “summer work” tab on Microsoft Teams. For those in Year 10, teachers will inform your child via email or the Teams message board the activities they would like completed before their return. Year 11 students should continue to address their 6th Form virtual induction tasks, while Year 12 have been set work by their teachers through the usual channels.

Mr Wardle will inform your child of some of the changes, and what to expect upon arrival through video and email messages nearer reopening, so we recommend that you check these in the first week in September.

We would like to take the opportunity to thank you for supporting your child throughout this difficult period. We have learned much from this time and are confident that, if such circumstances arise again next year, we will further improve our provision so that there are more opportunities for your child to interact live with teachers online.

We are already planning for the safe return of all our students in September and very much look forward to seeing everyone and being able to continue our important work in helping to develop our young people into kind, considerate and successful citizens. I can assure you that we are following all government and union guidelines to ensure we make the school as safe as possible. This will mean quite different routines and systems. I will list a few things to expect:

* All year groups will work in ‘bubbles’ and not mix with any other year group
* We have divided the school into seven zones for the seven different year groups and each ‘bubble’ will stay in their zone
* The bike sheds will be split into zones
* Teachers will move to the students
* Each zone will have their own toilet facilities
* Each zone will have additional seating
* Lunches will be eaten within zones and I advise you to provide packed lunches for your children
* All classrooms will have hand sanitisers and students will be expected to use these as they enter and exit the room
* Safe travel arrangements will be shared closer to the start of term, but I urge you to make walking or cycling to school the new normal
* All students will need a bag as they will be responsible for carrying their books and equipment
* All students will be back in full school uniform

In the first week, each year group will be invited into school separately so we can carefully explain the new arrangements to ensure everyone understands them. I will email you all much closer to the 9th September to provide you with the finer details.

Please do not worry over the summer because everything that can be done to make the school safe will be done.

I wish you all a good summer but most of all please take care and stay safe.

Yours faithfully

Loz Wilson

Headteacher