



Principal: Mrs R. Woods, BEd, Dip, QUB, PQH (NI).

August 2020,

Dear Parent/Guardian,

I hope you have had an enjoyable, restful and safe summer and your children are ready and willing to embrace the challenges of the new academic year! Our plans for the 'restart' of the 2020-21 academic year have now been finalised and well informed by the release of the latest Department of Education Guidance. Unfortunately, the current COVID 19 pandemic will curtail many of our usual school activities and we will all have to work closely together so ensure this transition into a 'new normal' school day runs as smoothly as possible. The overarching and imminent priority for Saint Patrick's College is the health and safety of the entire school community while this pandemic continues.

The Department of Education Guidance which has been underpinned by scientific and medical advice has recommended that all schools operate 'bubbles' and 'social distancing' where possible. To ensure we can adhere to this guidance as much as possible and to mitigate against the introduction and spread of the COVID 19 infection, all key stage 3 pupils will remain in 'bubbles'. This means that form classes in key stage 3 will be assigned a classroom where they will remain all day, every day until advice and guidance changes and teachers will now travel to the classrooms. The practical elements of the Science, Home Economics, IT and Technology and Design Key Stage 3 Curriculum are usually delivered in specialist classrooms using specialist equipment. Until advice and guidance changes, delivery of practical's will be via demonstration in the classrooms used to facilitate the 'bubbles'.

The nature of the Key Stage 4 and post-16 curriculum makes it impossible for 'bubbles' to be enforced however, traffic on the corridors will now be at a minimum and will help with the enforcement of some 'social distancing' and mitigate against the transmission of the COVID 19 infection. There will be a strict one-way system in place throughout the school building and grounds. Pupils undertaking collaborative courses in our partner schools will travel as normal on foot (if in Banbridge High School) or via taxi to other schools with the expectation that they will wear a mask for their own protection and the protection of others.

The staff of Saint Patrick's College are very much looking forward to welcoming all of our pupils into the new academic year as soon as possible. The induction of all year groups this year is perhaps more important than it has been in other years as we have to educate our pupils on new procedures that they **must** adhere to for their own protection and the protection of others in school, at home and in the local and wider community.

The 'restart' of the new academic year has been organised as follows:

A Level Results Issued	Thursday 13th August – AS, A2 and BTEC Level 3 results will be issued via post. Students can also pick up their results from school between 9.30 and 10.30 am
GCSE Results Issued	Thursday 20th August – GCSE results will be posted home however, students can pick up their results from school between 9.00 am and 11.00 am. <u>TO MITIGATE AGAINST THE INTRODUCTION OR SPREAD OF</u>

	<p><u>THE COVID 19 INFECTION, PARENTS WILL NOT BE ALLOWED ACCESS TO THE SCHOOL BUILDING.</u></p> <p>A staggered timetable will be in place to collect GCSE results confirm next steps:</p> <p>First letter of surname:</p> <p>A – E (9.00 – 9.30am)</p> <p>F – L (9.30 – 10.00 am)</p> <p>M & Mc (10.00 – 10.30 am)</p> <p>N - Z (10.30 – 11.00 am)</p> <p>Pupils will be required to confirm their Post 16 choices before 3.00pm on Thursday 20th August.</p>
Year 8 Inductions only	<p>Friday 21st August 8 CMA with parents (9.30 – 11.00 am) Girls Gym</p> <p>Friday 21st August 8 RF with parents (12.00 – 1.30 pm) Girls Gym</p> <p>Tuesday 25th August 8 ES with parents (9.30 – 11.00 am) Girls Gym</p> <p>Wednesday 26th August 8 AM with parents (9.30 – 11.00am) Girls Gym</p> <p>Wednesday 26th August 8 CLF with parents (12.00 – 1.30 pm) Girls Gym</p>
Year 8 – Full time	Friday 28th August - All Year 8s back full time
Year 9 Induction only	Tuesday 25th August only (1.00 – 3.00 pm)
Year 10 Induction only	Monday 24th August only (11.00 am – 1.00 pm)
Year 11 Induction and back full-time	Thursday 27th August (9.00 am – all day – back full time)
Year 12 Induction and back full-time	Monday 24th August (9.00 am – all day – back full time)
Year 13 Induction and back full-time	Friday 28th August 9.00 am – all day – back full time)
Bank Holiday	Monday 31st August
<i>Normal School will resume for all Year Groups <u>Tuesday 1st September Full-time</u></i>	

Please be advised that there will be no canteen facilities open the week beginning the 24th August and pupils who will remain in school all day must bring a packed lunch.

Housekeeping

- The canteen will remain closed for break to avoid unnecessary interaction between pupils, and pupils and adults. To limit the interactions between pupils and to protect the Key Stage 3 bubbles, pupils will be expected to remain in their classrooms during break times where they will be supervised by members of the teaching and non-teaching staff as well as supervisory assistants. Visits to the toilets will be carefully managed to ensure social distancing and good sanitation. Please ensure your child brings a healthy snack for break.
- Please ensure your child attends school day in full and proper school uniform. Regular washing of the uniform is encouraged. On days when your child has PE, they will be expected to wear their full school PE uniform for the entire day to limit contact in the changing rooms. School tracksuit bottoms/leggings and quarter zips can be purchased in Donaghy's Shoe Fair.

- If your child brings a packed lunch, please use disposable lunch bags. This year there will be two lunches and movement of classes to the canteen will be carefully managed to limit social interaction and protect Key Stage 3 bubbles.
- Please ensure your child comes to school **FULLY EQUIPPED** for that day's timetable. To avoid infection, teachers will not be permitted to distribute equipment to pupils. Daily and nightly use of the homework diary is key to good organisation. Please wipe the school bag each evening with an anti-bacterial spray.
- Stopping the COVID 19 infection from coming into school and mitigating against the spread of virus will remain a priority. The Positive Behaviour Policy has been amended to reflect the current situation regarding the pandemic. Please note that any behaviours that pose a risk to the health and well-being of the school community will incur the most serious of sanctions.
- Please ensure your child brings their own hand sanitation and a packet of tissues with them daily. The situation regarding the wearing of masks still remains unclear and when there is clarity from the Department of Health and the Department of Education, we will let you know.

Collection of School funds

This year we are encouraging the payment of school funds and any other school costs to be completed through our new online payment system, 'School Money'.

Parents will be issued with a log in and code the week beginning the 24th August to pay via the School Money system. Alternatively, you can now pay securely by debit card in school or by cheque.

One pupil per family:	£45.00
Family:	£60.00

School funds are an essential source of income for our school. We have kept it well below the level of some of our neighbouring schools. We appreciate the prompt payment of this voluntary subscription to St Patrick's College.

Visitors to school

There will be limited access to school grounds/premises for all visitors. The school will only be accessible to staff and pupils who have been requested to attend. All other communication with school will be via telephone or online unless otherwise requested by the school.

Any permitted visitors to the school, must enter through the main school doors, use the hand sanitiser provided and report to reception.

Cleaning

For the duration of the pandemic and in response to Department of Health and Department of Education guidelines, there will be enhanced cleaning provision throughout the school. The school will put in place the regular cleaning of bathrooms and critical touch points throughout the day.

Vulnerable pupils

Pupils who are unable to attend school who are sick, have received medical advice to remain at home will be facilitated via a blended learning approach. A Personalised Education Plan will be in place for each pupil as required. Parents should contact the Year Head in the first instance to put in place a PEP where required.

SIMs parent app

The SIMs parent app is the portal we use to communicate with parents regarding key pupil data (behaviour, attendance, achievement information and formative assessment data). It will also be a vehicle for communication with parents along with the emails and texts to reduce the amount of paper work and letters issued from school.

Please contact the school if you are having problems with the SIMs app or if you are having difficulty accessing information on the app.

Can I draw your attention to the following important rules?

Mobile phones must be kept switched off during the school day. Failure to obey this rule will result in the phone being confiscated. Only parents can collect the phone from the Main Office. This rule is in place for the protection of all staff and pupils and will be strictly and fairly applied.

We welcome and need your support during this unprecedented time. Like you, we do not know what the future holds but please be assured that we have the very best of intentions for your child at all times. It is through full co-operation of the home and the school that we can ensure each pupil fulfils his / her full potential.

Yours sincerely,

Róisín Woods

Mrs R. Woods
Principal