



# Spalding High School

Stonegate, Spalding, Lincolnshire, PE11 2PJ  
**Telephone** 01775 722110 **Fax** 01775 719724  
**Email** enquiries@spaldinghigh.lincs.sch.uk



**Headmistress Mrs M Anderson B.Ed**

Wednesday 6<sup>th</sup> January

Dear parent/carer,

Thank you for providing details of your intention to take up a place for your child during lockdown. This letter has been updated from the letter we sent you at Christmas, following this week's prime ministerial announcement of a third national lockdown.

**Please do not send your child into school if they have any of the symptoms (no matter how mild) of Covid-19.**

### **Transport:**

We understand from the Local Authority that the designated school transport buses will continue to run during lockdown but please see the further information at the end of this letter.

**Parents/carers using the school transport must register their intent to continue using buses no later than Friday 8<sup>th</sup> January.**

Please monitor the transport company website/social media feeds for updates and further information. If your child uses one of the privately contracted buses or taxis, please check with your provider.

There are very few key worker children in school and so, if you are intending to travel by car, you may, drop your child off in the visitor parking bay opposite reception.

### **Arrival:**

Please enter the School through the green pedestrian gates. We will be able to receive students from 8.30am onwards.

### **Uniform:**

Students may wear appropriate and (very) warm non-uniform. The buildings are cold because the windows are open. Students need to wear several layers to keep warm and are not to wear high fashion items or ripped jeans. Footwear must be appropriate for school.

### **Student bubble and base room:**

Due to the small number of children in school, they will form a distinct bubble during lockdown. The group will be based in S7. This is the computing room in the MFL Block. Year groups sit with other members of their own year group within the room. If the group number increases in size, we will of course, separate different year groups off into other venues. However, as explained above, for the duration of lockdown, the group will form their own distinct bubble.

### **Lessons and learning:**

Students will remain in S7 for the full day and will not be moving around their normal bubbles to attend lessons in "real life". All work will be set by the class teacher as either remote learning or live streamed lessons. Not all teaching staff will be on site during the lockdown therefore students will have access to a computer whilst in school. They will need headphones (the ones used in MFL and computing lessons will be fine). If you do not already have headphones, please do not worry. We have spares which have been sanitised and will be loaned to students.

Students need to bring their books and equipment for their normal day's lessons. Students will not be doing PE lessons and practical lessons and so should bring extra work or a reading book with them each day.

### **Supervision:**

The group will be supervised by High School staff.



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## **Toilets:**

Students will use the downstairs MFL toilets/male toilets.

## **Food and the canteen:**

Students are able to use the canteen at lunch time every day. They will need to pre-order their lunch each morning with the supervisor. When lining up to use the canteen, students must wear their face coverings. Alternatively, of course, students can bring their own food and drink.

## **Outside space:**

Students can use the picnic benches and quad area outside of S7, weather permitting.

## **Attendance:**

We recognise that parental work hours and shifts might change regularly and that there will be some days/weeks you will want your child to attend school and other times when you will be at home with them. Please email [enquiries@spaldinghigh.lincs.sch.uk](mailto:enquiries@spaldinghigh.lincs.sch.uk) no later than the afternoon (4pm) before you intend to send your child to school.

## **Absence:**

Please follow normal absence procedures and contact the School as early as possible if your child is not going to be attending that day.

## **Signing in and out:**

Students will need to sign in and out each morning and afternoon. This is the temporary group register. It will be located in S7 and supervised by the member of staff on duty in the bubble.

## **First Aid and sickness procedures:**

Normal first aid and sickness procedures apply. If a student feels unwell, they should inform the supervisor immediately and a first aider will attend the room.

I hope that this letter answers questions you may have. We realise that this will be an unusual period but found that the systems worked well during the first lockdown. We are also aware that the Government may make changes to arrangements, sometimes with little notice. We will keep you up to date with any changes as soon as we can.

Thank you for your continued support and trust in the School to look after your child during these challenging times. If there is any further information you would like regarding our Covid-19 procedures please read the risk assessments in the Covid-19 folder on the School website.

If you have any further questions, please email them to [enquiries@spaldinghigh.lincs.sch.uk](mailto:enquiries@spaldinghigh.lincs.sch.uk)

Yours sincerely

M K Anderson  
Headmistress



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**NB: Continued below for those using school transport.**

**From Lincolnshire County Council Transport Department:**

## **Important Education Transport Information**

As you know, from 5<sup>th</sup> January 2021, schools and colleges will only be open for vulnerable children and the children of [critical key workers](#). Transport will still be available for pupils attending education that are normally entitled to education transport but this should only be used if absolutely necessary to reduce interactions between pupils. Please transport your child(ren) to school or college wherever possible.

Transport will run as normal this week but **parents MUST inform the Council by Friday 8<sup>th</sup> January 2021** if their child still needs to use education transport from Monday 11<sup>th</sup> January 2021 onwards. Parents should [complete the Request school transport form](#). This message is also being shared via social media and via schools.

If at any time during the current lockdown pupils start attending education again and they need their usual education transport, parents should [complete the Request school transport form](#).

Please ensure pupils maintain social distancing, wear a face covering and follow all other infection prevention control measures wherever possible on education transport.

**If you are concerned that any transport issue has not been resolved for your school or college, including where you have pupils taking exams that will still require transport please email [TSG@lincolnshire.gov.uk](mailto:TSG@lincolnshire.gov.uk) as soon as possible.**

Please visit <https://www.lincolnshire.gov.uk/school-college-transport/covid-19-information-school-transport> for more information.

Thank you for your support.

## **Websites for the hyperlinks above:**

Gov.UK Critical workers document: <https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

Request School Transport Form: <https://www.lincolnshire.gov.uk/xfp/form/468>

LCC Covid-19 Information for parents – school transport: <https://www.lincolnshire.gov.uk/school-college-transport/covid-19-information-school-transport>