



**Talbot**  
Specialist School

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**Headteacher: Mrs Carolyn Sutcliffe**

2<sup>nd</sup> September, 2020

Dear Parents/Carers,

All our staff have now returned to school and we are busy preparing the school for the return of students next week. We are staggering the start to enable us to help all students to settle back into school and have a good start to this academic year.

**Years 7, 9, 11, 12 and students attending The Bridge will return on Monday 7th September. Years 8, 10, 13 and 14 will return on Tuesday 8th September.**

The safety and well-being of the students and staff at school is the priority for us and I want to reassure you that we are putting measures in place to ensure that school is as safe as possible for all.

These measures include:

- Additional cleaning during the school day
- Encouraging and supporting students to keep to the left when moving around school. We have coloured footsteps on the floor to remind students to do this
- Supporting students to wash their hands very frequently, including when arriving in the classroom and each time they leave, as well as before and after eating. Students will be given help to keep their hands clean and sanitising stations are in all classrooms
- Students will be in bubbles. Each Phase will be a bubble and the bubbles will not mix.
- The arrival and departure of students will be carefully managed so that the corridors are not busy. Only one bus will unload at a time and staff will meet students at the door and take them to their classrooms. This will be the case at home time when staff will hand over students to their bus escorts at the door.
- At lunchtime a number of different areas will be used to eat, in order to reduce numbers in any one area, and these include the dining room, music room and classrooms. All students will have their usual choice of food and will know where their eating area is. Staff will support students to become familiar with this new routine and tables and chairs will be cleaned between each sitting.
- Staff will wear face coverings when in shared areas and corridors and when supporting students with personal care and first aid. They will not wear face coverings in the classroom. Current advice is that it is not necessary for students to wear face coverings in school.
- Equipment will not be shared between students. We have provided all students with a box to keep their resources and equipment in.
- **Please do not send your son/daughter to school if they are unwell in anyway. If you are unsure, please contact the school for clarity.**

Please could I also ask all parents/carers and visitors to wear face coverings when in school and to report to Reception immediately on entering school.

We know that many of our students cannot understand the current situation and we will support them in adhering to the measures in place and learning the new routines. We will encourage social distancing where we can but for many of our students this will not be possible and students will receive the close and personal support and care they need.

A copy of the full risk assessment is on the school website under the Parents section.



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I understand that many parents and carers will have questions about the return to school and I would encourage you to contact us to discuss your personal situation and to talk through any concerns you may have.

Yours sincerely

*Sutcliffe*