

14th July 2020

Dear Student and Parent/Carer,

We are really looking forward to welcoming you to Long Road Sixth Form College. We know that, thanks to Covid-19, your last year (Y11) has been really disrupted and you have not been at school since March. We fully understand that starting College could feel a little more daunting than usual. Please don't worry. We will make sure that when you start with us, through your induction and subject classes, we will encourage and support you into College life and learning at Long Road.

We are looking forward to the start of next academic year and we are eager to see you in person.

We want to start September with all our students together at College which is why we have decided to maintain our usual timetable. If the pleasing reduction in Covid-19 cases continues over the Summer, and local circumstances permit, we should be able to do just that.

We all understand this is a very fluid situation and we have therefore planned for all eventualities to ensure your studies are not disrupted should we face a local or national second spike. Our planning includes: (i) a hybrid model (learning one week on site and one week remotely) and (ii) fully remote learning. To ensure you are fully prepared, in the early few weeks of term and as part of induction, we will introduce you to both remote, as well as fully, on-site learning.

To provide some clarity, **based on current circumstances**, here are some important headlines:

1. As a large college of 2,300 students, one clear way to reduce the risk for everyone is to separate first year students and second year students from each other. They then become, a year group 'bubble.' This means that should a student test positive for Covid-19, it is only one year group that could be impacted. Initially for the first month, we will teach each cohort separately on site on a weekly rota. One week year one are in, one week year 2 are in. For every week everyone has timetabled live lessons, the difference is one week you are in a classroom in College, one week you are at home.
2. This temporary cohort split means that you will participate in remote learning when not on site. Teachers have been providing remote learning very successfully over the last few months and students have found it a very positive

experience. We have become rather expert, with discussion groups, debates, classes, all happening via Microsoft Teams. All lessons delivered remotely will be live and follow your personal timetable. Teachers will be on site at college as they will be teaching year 2 as usual. This phased start to the term, means that we will be able to introduce you to remote learning and ensure you are able to fully participate should we face a local/national second spike or lockdown. It is important for us to understand what your remote learning setup is at home. This is where we will need your help. We will be sending out a survey to better understand what your IT facilities are like at home. More information about the survey and a link to the survey itself will be sent to you in the enrolment pack information. This information is really important for us to be able to make sure that we can support you in the best possible way.

3. As every student's timetable is unique to them, we already operate with staggered start and end times as not everyone needs to arrive for a 9 o'clock lesson every day or stay until 4pm. When you have enrolled we will be able to give you your timetable and you will see what your week looks like. Students who arrive early will be provided with a socially distanced study space.
4. We will operate with our usual timetable with some adjustments to ensure we have staggered lunch times and there will be additional outside and covered seating (our marquees) to provide even more space for everyone. We have installed many hand sanitiser stations and additional handwashing facilities around the site. Every classroom will be fully equipped with hand sanitiser and wipes. We have also increased the number of daytime cleaners to ensure very regular cleaning throughout the day.
5. Additionally, for everyone's safety, we will require students to wear a mask as they move around college. We will send you further health and safety information before you start. Students will be timetabled into study spaces when not in lessons. We will keep a seating plan for all classes and a record of where every student is timetabled to share if needed with the test and trace authorities. You will also be able to relax outside with your friends in our beautiful grounds.
6. Our Food Centre will be open with a smaller offer to reduce the queues. We are employing two new Health & Safety colleagues who will assist the Duty Manager team to keep everyone safe around the site.

We will also send you, before September, lots more detailed information about the start of term, the kit you will need, and what you will need to do, to stay safe.

Please do check your emails over the Summer break as we will keep you posted with important updates.

Our friendly, Student Advice and Guidance teams will support you throughout your studies and will provide you with lots of support tailored to your needs via a mixture of online, telephone and face-to-face services.

If you have any questions or concerns, please do not hesitate to contact us by emailing admissions@longroad.ac.uk with your query, we are really looking forward to welcoming you to Long Road this September!

Despite all the challenges that Covid-19 presents us with, we will do our very best to make sure that 2020/21 is a really good year for you.

Yours sincerely,

Yolanda Botham

Principal