



# KING JAMES'S SCHOOL

## KNARESBOROUGH

07c/misc/2019-20/JOA/SDO

10 June 2020

Dear student

I know we have communicated a large amount of information with you recently with regards to the schools partial re-opening. I hope this letter will cover some of the 'finer details' and answer some of the possible questions you may have which have not previously been covered. Here are the key things I need you to be aware of in preparation for next week:

**Whilst on school site** – to enable us to meet the very strict social distancing rules when you come into school you will go straight to your classroom for the teaching session. You will then leave school site when the session finishes. (As indicated in Mr Sugden's letter earlier this week, there will be limited availability for some students to remain in school over lunch if they have a session in the afternoon and/or they have transport issues and will struggle to return home after the morning session). A limited lunch provision will be available in school or alternatively please bring your own lunch.

**Timings & Arrival in school** – Lessons will take place over two-hour sessions. These will be either in the morning and/or in the afternoon. For morning sessions students should arrive at school by 9.05am for a 9.15am start and for afternoon sessions students should arrive in school by 1.05pm for a 1.15pm start. All students will need to leave the school site at 3.15pm. If you are coming to school by car, please avoid being dropped off at the front of school. This area is being used for students and staff to gather and queue as they arrive. Please use a safe alternative location such as the car park behind the Marquis of Granby. All Year 12 students will enter school via the 'normal' sixth form gate. You will then follow the one-way system to your classroom for that session.

**Timetable** – your new timetable can be accessed through your My Child at School (MCAS) account. We will notify you via email and text when they are ready for you to view.

**Location** – when in school you will **NOT** have access to the sixth form building. The building is being used for the key worker and vulnerable student provision in school. This means you will not have access to your sixth form locker.

**What to expect in lessons** – Teaching staff have received guidelines from me suggesting what the focus of the face to face lessons should be. The main purpose is to enable you to ask questions and check your understanding of work covered during lockdown, to help staff to address any gaps which you may have in your understanding and to look forward and set up work that they plan to do with you in the coming weeks. Importantly, it's your opportunity to ask questions and tell staff if you have struggled with a topic. Staff will be expecting that so please do not worry.

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**Resources** – please ensure you bring with you the usual resources you would bring to that subject lesson. This includes stationary, paper, textbooks, calculator, portfolios, etc. You will not be able to leave anything in school at the end of the session and you will not be able to hand any work in for marking or review by your teacher. Plan ahead and make sure you bring what you need each day.

**Remote learning** – these face to face sessions will not replace remote learning but will hopefully supplement it. Teachers will continue to set work via Itslearning and several teachers/subject areas will be increasing their use of online ‘live lessons’ over the coming weeks.

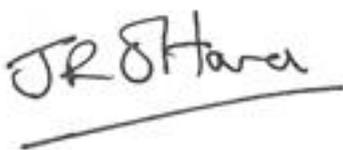
**Part-time working** – I am aware that many of you may have increased the amount of part-time work over the period of lockdown. Whilst I fully understand this, in the coming weeks between 15 June and the end of term schoolwork should become your priority. This will enable you to attend school for these vital face-to-face sessions and engage with the increased amount of ‘live’ online lessons Year 12 staff will be delivering.

**Teacher absence** – we are currently in an unprecedented situation and it is possible that a teacher may become unable to attend school for some reason, when they were supposed to be teaching Year 12. If this happens, as soon as we find out we will send a text to students to tell them not to attend that session. We hope that this message will prevent you making an unnecessary journey, but I’m sure you understand that it might not always be possible to get a message out before every student has started their journey to school.

You may have more questions, hopefully we can answer these when you come into school next week. I know it probably feels a bit daunting thinking about returning to school and how different everything will be. I hope that once you’ve been in you will see all the hard work that has gone into planning for you to safely return and your concerns become excitement about getting back into school and seeing your friends and teachers. I know the staff are certainly looking forward to welcoming you all back.

If you do have any questions or concerns which you feel you cannot wait until next week to ask, please email [sixthform@king-james.n-yorks.sch.uk](mailto:sixthform@king-james.n-yorks.sch.uk) and someone from the sixth form team will get back to you.

I look forward to seeing you all next week.

A handwritten signature in black ink that reads "JOH O'Hara". The signature is written in a cursive style and is underlined with a single horizontal line.

John O'Hara  
Director of Sixth Form