



# The Astley Cooper School

Part of the East Dacorum Co-operative Learning Trust

26 February 2021

St Agnells Lane, Hemel Hempstead HP2 7HL

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Dear Parent / Carer

Headteacher: Edward Gaynor

I hope that you and your family are well. I am pleased to say that we are reopening the school for all students to return to face-to-face teaching from Monday 8 March.

In order to ensure that we do this as safely as possible, we will have **a phased return** to enable our students to take a Lateral Flow Device (LFD) Test. These tests are designed to identify anyone who is asymptomatic and at risk of spreading the virus. We would encourage all our students to take this simple test. You will have received a separate letter asking for your consent to allow our trained staff to supervise the test for your child. If a positive test is recorded, your child should self-isolate for ten days.

The keyworker and vulnerable students should remain in their current groups at school until their year group return to their normal timetable. Year groups should come back to school and go to their form rooms on the days and at the start times below:

## Monday 8 March

**9.00am - 9.30am** - All Year 13 Testing

**10.00am - 10.30am** - All Year 12 Testing

**11.00am - 12.00pm** - Year 11 Testing - 11HH and 11CHA

**12.00 - 1.00pm** - Year 11 Testing - 11RW and 11SB

Not in school - Year 10, Year 9, Year 8 and Year 7

## Tuesday 9 March

**Year 13, 12 and 11** - In school following normal timetable

**8.55am - 10.00am** - Year 10 Testing - 10JDo and 10DBu

**10.15am - 11.30am** - Year 10 Testing - 10LWH and 10CH

**12:00 - 12.30pm** - Year 10 Testing - 10JBO

Not in school - Year 9, Year 8 and Year 7

## Wednesday 10 March

**Year 13, 12, 11 and 10** - In school following normal timetable

**8.30am - 9.45am** - Year 7 Testing - 7SE and 7CKe

**10.00am - 11.15am** - Year 7 Testing - 7AMO and 7KFA

**11.30am - 12.45pm** - Year 7 Testing - 7JNo and 7SWi

Not in school - Year 9 and Year 8

## Thursday 11 March

**Year 13, 12, 11, 10 and 7** - In school following normal timetable

**8.30am - 9.45am** - Year 8 Testing - 8TB and 8APA

**10.00am - 11.15am** - Year 8 Testing - 8AB and 8SCL

**11.30am - 12.45pm** - Year 8 Testing - 8HMY and 8GH

Not in school - Year 9





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## Friday 12 March

Year 13, 12, 11, 10, 8 and 7 - In school following normal timetable

8.55am - 10.00am - Year 9 Testing - 9AC and 9PGO

10.15am - 11.30am - Year 9 Testing - 9AOG and 9MG

12:00 - 12.30pm - Year 9 Testing - 9AG

They will take the test and then return home to continue their online learning. ***They do not have to wear school uniform on the day they come in for the test.*** They will be informed by email of the result. If their result is negative, they should ***come into school the following day, in uniform, to begin their normal timetable. If they have PE on that day, they can come in to school in their PE kit.***

If you ***do not give your consent for your child to be tested, they should not come to school on the first day the tests are been administered*** but should return, in uniform, the next day - for example, a Year 11 student who is not taking the test on Monday 8 March should join their year group in their normal lessons on Tuesday 9 March.

The students will be offered three LFD tests in school between 8 March and the end of the Spring term. Testing is voluntary. However, we would encourage everyone to take a test to keep themselves, their families, and others safe from the virus and break the transmission links by identifying those who may be carrying the virus unknowingly.

Once the three tests have been taken in school, students - and staff - will be supplied with LFD test kits to use at home and are expected to test themselves twice a week, reporting the results to NHS Test and Trace as soon as the test is completed either online or by telephone as per the instructions in the home test kit. If a test is positive, staff and students should inform the school to help with contact tracing.

***In the week beginning 8 March, remote learning will continue but there will be no on line live lessons. Teachers will continue to set work on Google Classroom and students who are not in school are expected to log in to their lessons as they have been doing this term.***

The organisation of the school day for the remainder of this academic year will remain as it was in the autumn term with all year groups in bubbles and staggered start and finish times. Below, as a reminder, is a copy of the timetable.



Time	Year 7	Year 8	Year 9	Year 10	Year 11	Sixth Form
Staggered Start	8.30am	8.40am	8.45am	8.55am	8.30am	9.00am
8.30-9.40	Period 1	Period 1	Period 1	Period 1	Period 1	Period 1
				Period 1		Period 1
9.40-10.00	Break	Break	Period 2	Period 2	Period 2	Period 2
10.00-10.40	Period 2	Period 2	Break 10.10-10.30			
			Period 2	Break	Break	Break
10.40-11.00						
11.00-12.00	Period 3	Period 3	Period 3	Period 3	Period 3	Period 3
4a - 12.00-12.35	Period 4	Lunch	Lunch	Period 4	Period 4	Period 4
4b - 12.35-1.10	Lunch	Period 4	Period 4			
4c - 1.10-1.45	Period 4					
1.45-2.15	Form Time	Form Time	Form Time	Form Time	Form Time	Form Time
2.15-3.15	Period 5 (3.00) Gate B	Period 5 (3.05) Gate A	Period 5 (3.10) Gate B	Period 5 (3.10) Gate A	Period 5 (3.15) Gate B	Period 5 Gate A



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The enhanced, regular cleaning of all areas will continue throughout the day. In addition to students wearing face coverings when they are in the building, the DfE (Department for Education) has recommended that **face coverings should be worn in lessons** unless your child has an exemption for disability, medical or mental health grounds. If this is the case, please ensure that the relevant Head of Year is informed. Face coverings do not need to be worn in PE lessons.

The DfE has said that this additional precautionary measure will be in place until Easter and will be kept under review. We should receive further guidance after Easter. **Please ensure that your child brings their face covering/s to school every day** and that these are washed regularly. They should also be reminded to wash or sanitise their hands regularly and maintain social distancing where possible.

Our Risk Assessment is currently being updated again in line with the most recent guidance and will be on our website by 8 March.

## Monday 15 March

**All students are expected to be in school and will follow their normal timetable**

Thank you for your continued support during these extraordinary times. We look forward to seeing our students again and hope that, as a society, we will soon see a gradual return to life as we once knew it.

Yours sincerely

Mr E Gaynor  
Headteacher

