



## KINGS' SCHOOL, WINCHESTER

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HEADTEACHER - MR. MATTHEW LEEMING, B.A.(Hons), M.Sc(Eng)

Dear Parents

I am writing this letter to you at what remains a highly unusual time and having now spent a considerable amount of time with my colleagues from the senior team planning for the return of all Kings' School pupils to school in September. I would like to thank parents who contacted me at the end of the Summer Term; I hope that I have responded to any questions or views within this letter and our attached Kings' School Covid Protocol.

Our new **Year 7 pupils** will join us for the first time on Friday 4 September with pupils in all other years joining them on Monday 7 September. On the first of these dates, Year 7 pupils will be met by the senior team and the Year 7 Tutor Team and will spend the day working with their tutors. Pupils do not need to worry about finding where they need to go on arrival, as senior staff will be at both entrances to the school in order to provide assistance.

As I stated in my previous letter to you, we are acutely aware that our new pupils have not been able to follow our usual face-to-face transition programme and we will be doing all that we can to settle them into the school as quickly as possible. We are also mindful that most of our other pupils have been physically away from school for several months so on Monday 7 September, there will be extended tutor periods including virtual assemblies both first thing in the morning and after lunch.

We want to avoid **gatherings / visitors** on site wherever possible and we would ask, therefore, that parents note the points below:

- If pupils can walk / cycle to school, they should do so.
- Any parents delivering children by car should use the drop and go system – pull in at the turning circle, drop and go. There is no requirement for parents to get out of cars - we will meet pupils on arrival and advise / direct them from the gate.
- The school car park must not be used by parents unless they have a pre-booked appointment at either the start or end of the school day.
- Alternative short term car parking is normally available at the park and ride at Pitt Park & Ride which is only a very short walk from the school.

Our intention is to run our normal **school timetable** with some amendments to our current systems in order to improve safety around the school site. We thought long and hard about having zones for particular year groups in school for teaching but concluded that this would have a disproportionately negative impact on our pupils' education given the number of our lessons that are taught within specialist rooms at Kings'. Our pupils have been away from school for a long time and we want them to have the best possible experience of teaching and learning on their return to school.

In my previous letter to you, I informed you that we were considering a number of actions / arrangements in order to ensure that the school site would be as safe for pupils as possible and their contact with (a) large

numbers of other pupils and (b) others outside their own year group would be minimised. Our special arrangements for the first half of the Autumn Term have now been captured in our '**Kings' School Covid Protocol**'. We have also sent you this document and I would ask you to read carefully with your child / children. Staff will spend time emphasising its key points to pupils throughout the first days and weeks of the new term.

Without wanting to say things twice when nearly all of the information about our special arrangements can be found within our Protocol, I want to include a little more here about a small number of points.

- I need to emphasise the importance of parents providing a packed lunch for children wherever this is possible; this will help us to avoid unnecessary congestion during the lunch break. The exception to this is on 4 September when we will provide a free takeaway lunch to all Year 7 pupils who want one. We will ensure that the arrangements for Year 7 lunch on 4 September are carefully planned and safe.
- Within the Year Group zones at lunch times, pupils will not be able to play ball games. I am reluctant to say that this is the case but feel that we have to do so on safety grounds.
- All pupils will obviously be moving around the site simultaneously at movement times between lessons. We will be emphasising to them the importance of making their way to their next lessons promptly and not mixing with pupils from other year groups.
- Pupils should aim to bring a full bottle of water with them for each school day.
- The number of pupils allowed in each toilet block at a time will be limited. In order to avoid congestion, Year 10 and 11 pupils will be able to use the toilets at movement time with other year groups allowed to do so during lessons initially.
- Whilst I know this will result in pupils having to carry more equipment with them, in the short term, we have had to say that lockers cannot be used, other than after a pupil's 'in-kit' PE lesson. Again, this was a decision we have made reluctantly, purely on safety grounds.
- Pupils do not need to bring kit for their first PE lesson of the term. In this lesson, pupils will be advised which of their two lessons they will need full kit for and which lesson will be their 'uniform and trainers' lesson.
- On the day when pupils have their 'in-kit' PE lesson, they should come to school in their PE kit but wearing school shoes until their PE lesson. Pupils are allowed to wear plain dark tracksuit bottoms on this day but this is the only item of non-school uniform they should wear. Tracksuit tops / hooded tops are not allowed under any circumstances. The Kings' School blazer should be worn over the appropriate PE top.

I hope that when read alongside our Covid Protocol, the above points make sense and that you will understand our reasoning for all the arrangements that we are putting in place. Clearly, each of our pupils has a responsibility for conducting him/herself in a manner that allows us to keep the school site as safe as possible and we will be emphasising the importance of this at the start of term and regularly afterwards.

The most recent **government guidance** for parents about pupils' return to school can be found via this link: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

One additional point about **School Attendance** that I need to make is linked to the issue of the need to quarantine on return from some countries. If any families are completing a period of time at the start of term when they are required to quarantine, please do inform the school. In order to protect the whole school community, we have to insist that any periods of quarantine are fully completed before pupils return to school. This is a legal requirement and such periods of absence will not be subject to fixed penalty notices.

I also want to take this opportunity to remind you of my points about **school uniform** in my previous letter to you:

So that we can focus on looking after and teaching our pupils and not spend time on issues that can be avoided, I would ask parents to resolve any issues linked to school uniform during the summer holidays. Our uniform is central to the culture of the school and our expectation is that it is worn correctly. I know that during 'lockdown', there have been some interesting haircuts / colours created and that pupils have grown out of items of uniform – but I would ask you to ensure that by the start of term, these, and any other issues, have been addressed. Hair styles and piercings that do not comply with the school rules (alongside things like false nails and jewellery) have sometimes taken a considerable amount of time for our Heads of Year to resolve at the start of a new year when ideally they should be focusing on our pupils' welfare and progress. So please do support us and ensure that your child returns to school 'Kings'-ready' in terms of their appearance. An area where there has perhaps been uncertainty in the past has been around which styles of shoes are considered appropriate and I would ask parents to look at the page on this subject that has been attached at the end of this letter to guide them when making purchases.

If any parents are at all uncertain about any aspects of the Kings' School Uniform, I would urge you to contact the school *before* making purchases so that any potential issues can be avoided. We are always keen to work alongside families and to offer advice where this would be helpful.

With so much to consider at the start of term, this year more than ever, I would be grateful if parents can do all that they can to ensure that children arrive at school, wearing full Kings' School Uniform. Our uniform is central to our school culture and, with most pupils returning to school for the first time since March, is especially important at this time.

Finally, I want to re-state how pleased we are to have all our pupils returning to school in the near future. As I have said before, all the adults who work at Kings' School are delighted to be welcoming our pupils - either back, or for the first time - in September. Adults who choose to work in education settings should be motivated by wanting the best for young people and I know that that is true of my colleagues at Kings'. Do please reassure your child about their return to school and share this message with them – we are *really* looking forward to their return and we want to work with them to ensure that they leave Kings' School, as Mr Leeming said many times – happy, confident, well-motivated, and well-qualified.

I am very much looking forward to working with you and your children in my term as Acting Headteacher and send you my very best wishes for the rest of the school summer holidays.

Yours faithfully,

Mr R Jeckells  
Kings' School



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At Kings' School we expect all pupils to wear conventional shoes as part of our Uniform Policy. Shoes must be plain black, full leather or leather substitutes that can be polished. Shoes must be formal in style, appropriate for a business environment, with no obvious branding. Trainers, plimsolls, pumps and canvas footwear such as Converse are not permitted. No open toe shoes and a minimal heel of no more than one inch. This is not an exhaustive list. Please seek guidance from the Kings' School Senior Leadership Team and the Heads of Year if you are still unsure, before you make a purchase.

Please see the Uniform Policy for further details, which can be found on the Kings' School website under the Uniform tab.

✓ SUITABLE	✗ UNSUITABLE
<p>Examples of the type of school shoes that are appropriate:</p> 	<p>Examples of the type of school shoes that are not appropriate:</p>  <ul style="list-style-type: none"><li>Canvas shoes</li><li>Sports Trainers</li><li>Non-sensible shoes</li><li>Branded shoes</li></ul>



Plain black full leather shoe **NO TRAINERS, PUMPS, CANVAS SHOES, COLOURED BADGES, HIGH HEELS, WEDGES, SPORTS BRANDS (including Converse and Vans), COLOURED BANDS, LACES OR STRIPES.**