



The Talentum Learning Trust

Westwood
College

**Westwood College, Westwood Park, Leek,
Staffordshire ST13 8NP**

telephone 01538 370930
email www.office@ttl.org.uk
website <http://www.ttl.org.uk>

CEO & Executive Headteacher: Mr A Shaw
Headteacher: Mr M Taylor

Our Ref: TYL/jc

August 2020

Dear Parent/Carer

Return to College - September 2020

I hope that you and your families are well, and that you have all had a good summer.

We are looking forward to welcoming students back to school next week. Students in Years 9, 10 and 11 will start back on Wednesday 2nd September, with students in Years 12 and 13 joining us from Thursday 3rd September. Enrolment for new Sixth Form students takes place on Tuesday 1st September from 11.00am in Old Hall Diner.

During the summer break we've continued to review our Risk Assessment in response to the changing situation and according to Government guidance. Our updated Risk Assessment and Re-opening Plan can be found on our website, at <https://www.ttl.org.uk/polices/returning-to-school-information-covid-19/>

As the situation both locally and nationally continues to change, we will continue to review our Risk Assessment and guidance for students and staff.

As you will have no doubt seen, the Government has this week changed its guidance on face masks in school. From next week, all students and staff will be required to wear face masks when in corridors or other indoor communal spaces. Masks will remain optional in classrooms. Face masks will need to be provided by students; we do have a small number in stock, though these are for emergency use only. If a student arrives to school without a mask, and we are not able to issue one, we may be forced to contact parents and arrange for the student to be collected or sent home. This is clearly the last thing we want to do, so please get in touch if we can help at all.

Staff and students will be expected to sanitise their hands when entering or leaving the school building, and when entering or leaving a classroom. Though sanitiser will be available at all entrances and exits, it will be useful and will save time if students have their own sanitiser with them. Moving forward, this should be seen as a key piece of equipment that students should bring with them each day.

Due to the ongoing building work taking place on site, students will need to enter via the Old Hall or Valley Drive gates next week. The New Hall entrance will be for staff and contractor vehicles only. When on site, it is essential that students stick to the paths and follow the one-way system at all times.

We will continue to expect the highest standards of behaviour from students at all times and in all places. This is especially important when it comes to social distancing expectations, and the way in which students move around and use different parts of the site. Students must follow the one-way system and must remain in their designated areas at



break and lunch to preserve their year group 'bubble'. Any instance where a student does not follow these rules will be treated seriously, as any compromise to our safety measures could put people at risk.

Whilst we will expect students to behave responsibly, we are fully aware of the strain that many students have been placed under during their prolonged absence, and the anxiety that returning to school can cause. We'll be offering students a comprehensive support package, through their Form Tutors, through their class teachers and through the option to speak to trained Counsellor's. We want students to feel happy and comfortable in school, and will do everything we can to achieve this.

Our main focus this year will be in seeking to help students 'catch-up' on the work that they have missed in the last six months. Though a good deal of this will focus on the examination Year groups, 11 and 13, we will also be putting support in to places for students in other year groups wherever possible. This support will take various forms, such as additional lessons in certain subjects and small extract groups, to the provision of tailored support material and revision guides. We will keep students and parents/carers informed of what is available throughout the year.

Though we clearly hope that the school is not forced to close at any point, we must be prepared for this eventuality. Our contingency plan features remote learning for all students in all year groups, through a combination of Microsoft Teams lessons and study sessions for each subject. We will send out the details of these plans early in September.

We look forward to seeing all students back in school next week. In the meantime, should you have any questions, please do not hesitate to get in touch.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M. Taylor', written in a cursive style.

Mr M Taylor
Headteacher