

21 September 2020

Dear Parents and Carers

I hope you and your families are continuing to keep safe and well. As you can imagine we have been working very hard over the last two weeks here at The Cumberland School ensuring your child's/children's safe return to school. I am very happy to tell you that we have had an extremely positive and 'safe' start to the year. I want to thank you, the children and the staff for the effort that I am very aware is involved in operating the staggered starts, maintaining social distancing, bubble systems etc to keep our community safe and our school open to all students.

Below is a reminder of the new arrangements. I am conscious that I sent these out at the end of the summer term but there have been some adjustments/ some new information added to them and we have welcomed some new students to the school who will not have received the July letter.

School Day

We will continue to have a staggered start and end to the day to facilitate social distancing and the need to keep students in year group bubbles for the rest of this term. We will review this at the end of the Autumn term unless government guidance changes. Please see below the staggered start and end times to the school day which have not changed.

All students must be on school premises no later than the designated times. Please note the separate entrance/exit to and from the school for each year group. At the start of school, once students enter the school building via the designated entrance they must make their way to their bubble area. Y11 students finish slightly later than the rest of the school due to exam skills taking place at the end of the school day. Please note that there will be no breakfast club any day or after school clubs until further notice.

Bubbles location table

Year Group	In school by:	Entrance	Bubble area once in school:
Year 7	8:00am - 8:10am	Oban Close	Tennis Courts
Year 8	8:10am - 8:20am	Woodside Road	Field - the left side opposite courtyard

Year 9	8:10am - 8:20am	Oban Close	Field - the right side opposite Sports Hall
Year 10	8:20am - 8:30am	Oban Close	Outside Sports Hall
Year 11	8:00am - 8:10am	Woodside Road	Main Courtyard

Lunch

Students can bring in a packed lunch or can queue up for a school meal if they receive free school meals or their account is in credit. It is your responsibility to ensure your child's account is topped up. If you have any issues please contact the school reception and they will be able to assist. All food will continue to be served with disposable packaging.

End of Day

Students will finish school at different times each day according to our timetable. They will be dismissed in a staggered, safe way by a senior member of staff. We ask for your support in encouraging your child/children to leave school swiftly if they make their way home themselves. Or, if you do come to collect them, that you organise to meet them a little distance away from the school and not directly outside the gate as it is very difficult to maintain social distancing if a number of parents congregate there.

Approximate school finish times are:

Year Group	Monday	Tuesday	Wednesday	Thursday	Friday
Year 7	3:20pm	3:20pm	3:00pm	2:40pm	12:05pm
Year 8	3:25pm	3:25pm	3:05pm	2:45pm	12:10pm
Year 9	3:30pm	3:30pm	3:10pm	2:50pm	12:15pm
Year 10	3:35pm	3:35pm	3:15pm	2:55pm	12:20pm

Year 11	4:30pm	4:30pm	4:30pm	4:30pm	1:30pm
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Movement around the school and supervision

Students have been taught explicitly how to move around the school following social distancing measures, ensuring a safe environment for all students. Any student who does not follow the instructions is followed up using our school behaviour policy.

Hygiene measures

The school continues to be deep cleaned each day and high touch surfaces are cleaned throughout the day. Students are asked to clean some equipment before and after use to maintain good hygiene. All students have been taught good hygiene measures, handwashing and infection control.

Students need to bring their own core equipment every day; including a pen, pencil, ruler, rubber and pencil case as it is not possible to lend equipment at this time. Every student should have their own hand sanitiser and tissues with them. There are hand sanitisers throughout the building and the students are encouraged to use them at every opportunity.

Physical contact of any kind is strictly prohibited. Handshaking is not appropriate. Students need to bring their own bottle of water. It will not be possible to fill up water bottles during the day.

Students who wish to wear a mask around the building during break times may do so and we positively encourage that they wear masks if travelling on public transport to/from school. However, they must remove them when being taught in a lesson. The use of masks is a complex area, if they are going to wear a mask around the building, they should avoid touching their face when they put it on.

PE arrangements

If a student has PE, they can no longer come to school in their PE kit. They need to come to school in their school uniform and change into their PE kit. The changing rooms have been sectioned so that students can change safely. This is to avoid students forgetting part of their school uniform. If your child does not have the regulation PE kit/ uniform they will be issued with a 1 hour detention.

Uniform

Uniform is an important part of our school. We believe it promotes a sense of identity and establishes good working habits. All students are required to present themselves to our school wearing the correct uniform. Please ensure your child is in full school uniform every day, with plain black leather shoes as specified in our uniform policy. Students should also be carrying The Cumberland School bag. Our uniform supplier is Ian Howard Schoolwear (409 Barking Road, East Ham, E6 2JT, Tel: 020 8472 1729). They had run out of school ties because of Covid-19 but they are now back in stock. They have social distancing measures in place and you may encounter queues as a result. It is possible to order uniforms online but there is a £5.95 delivery charge.

Health considerations

Please let us know immediately if your child has any health issues that we may not be aware of. If your child keeps medication in school, please be sure to regularly check that it is in date and that your child and the first aid team are aware of how it is administered.

If your child displays symptoms of infection when they are in school, we have a robust response plan which will include separating them from others in an isolation room and contacting you directly. If you haven't already, please ensure we have the most up to date phone numbers for you. Your child will need to undergo a COVID-19 test, please inform us of the outcome as soon as you know it. If a member of our school community tests positive for COVID-19, we will contact Public Health England and follow their advice. Please see our website for further information.

Attendance

A letter was sent last week explaining in detail the expectations regarding attendance last week and the consequences of absences and not keeping the school informed if your child has to miss school for any reason. Here are the key points to remember:

- All students are required to attend school every day unless they have medical evidence to suggest otherwise
- Inform the school immediately if your child is showing any of the coronavirus symptoms detailed in the letter
- Please follow the actions in the letter if you or anyone in your household is affected by the coronavirus. These can be found on our website in the 'Reporting an Absence' section
- If your child is absent from school then it is imperative that you call the school before 8am on 020 7473 7548.

DPR/Home Learning

DPR engagement is vital to ensure that progress is being made at The Cumberland School. Students must be logging onto Dynamic Progress Report (DPR) every day to check and complete homework. Students should also be actively looking at the subject Key Learning Objectives (KOs) and messaging their teacher with any questions or requests for support. The DPR is for parents as well as students and you should ask your child to share their username and password so you have instant access and can see how your child is doing. You and your child have access to thousands of resources that are linked to the DPR KOs via the resource portal.

As a guide students should spend approximately 1 hour a week to revise and complete work for English, Maths and Science and 30 minutes a week for all other subjects. Please ensure that your child completes all work set on the DPR and is either uploaded onto the DPR or handed it in to the class teacher. Please also ensure you log onto DPR regularly and check your child is doing their homework.

Oracy

Effective communication is a key indicator of success. Developing classroom talk has a wide range of benefits on students' outcomes during school, and beyond; therefore The Cumberland School will be focusing on this Oracy this academic year. The acronym SHAPE your answer stands for (speak in full Sentences, Hands away from the mouth, Articulate, Project and Eye contact) is collectively used by staff to support our students' oracy skills. Exciting opportunities such as the: Spelling Bee, Jack Petchey Speak

Out Challenge and Debate Mate allow students to sharpen their communication skills; however we strongly believe at The Cumberland School that *every* interaction in school should promote talk and therefore all of the teachers insist and model SHAPE at every single opportunity.

Extended Clubs

At TCS we aim to develop your child as a whole and this means providing opportunities for students to work on their physical, mental and social wellbeing through enrichment activities and clubs. Due to covid restrictions, we are currently running a reduced extended clubs timetable so that we can ensure students attend each club within their year group bubble (the timetable can be found on the school website). Our current clubs include: homework and master mission clubs and a cookery club run by Ms Henderson. Students can see their Head of Learning or Student Manager for more information. We hope to have our full extended clubs timetable up and running again soon.

Behaviour expectations and sanctions

Students are expected to follow instructions the first time every time. This is always important but especially important at this time. We will continue to award merits, golden tickets and other awards as we are aware students will need lots of encouragement at this time. Students have been explicitly taught behaviour expectations and they will be supported to follow them. We have a strict behaviour policy, which we will enforce if students do not follow the rules. We will run year group detentions and the Behaviour Improvement Room (BIR) following social distancing guidelines. Detentions will be 60 minutes and they will take place at the end of the day. You will be notified the day before your child's detention via an automated text service. Students placed in the BIR will automatically receive a 1 hour detention at the end of the day. The updated behaviour policy, which can be found on the school website, includes COVID-19 related behaviours so please read this carefully.

Parent/carer contact details

The school is required to have the name and address of every parent/carer and at least two telephone numbers at which the parent/carer can be contacted in an emergency. If your details have changed over the summer, it is important that you provide details of your new address or telephone number. You will need to provide proof of your change of address e.g. council tax or electricity bill. You can provide this information by emailing the school at contact@cumberlandcst.org.

Our main form of communication is ParentMail. Please ensure that you have signed up to it if you have not done so already.

Parents coming to school

If you usually bring or collect your child from school please arrange to meet or leave them at least 200 metres from the school gate to avoid congestion. All meetings will take place over the phone or virtually if at all possible because of Covid-19. Please do not come to school without an appointment for any reason. Please telephone or email the school to request one. If you are invited to the school for a meeting you must bring and wear a face mask.

If your child forgets an item, please contact the school and we will make alternative arrangements.

If your child has an appointment during school time that can't be rescheduled or booked on a Friday afternoon, please meet your child outside of the Oban Close entrance to the school at the appropriate

time. If you would like your child to go unaccompanied please contact their Head of Learning in the first instance.

Sometimes parents will be required to come to school to collect their child if they are ill. This will be managed following social distancing rules.

This Academic Year

We are conscious that your child has missed out on the amount of learning they normally would have covered. We are planning our recovery curriculum to ensure that learning is sharply focused and highly impactful. Opportunities will be provided for students to catch up where needed.

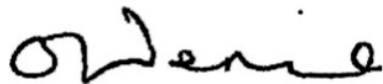
We will continue to do all we can to ensure that school remains open for all year groups and that high-quality learning takes place.

We will review our COVID-19 Safe arrangements every half term and when it is safe to do so we will revert to our usual school day. The current measures will remain at least until October half term. Please check the website regularly (www.cumberlandcst.org). You can also follow the school on twitter @CumberlandE13 for all the latest updates.

It has been a challenging time returning to school and our students have made us so proud with the way they have engaged with us so far this term. I would like to thank all families that continue to show support for the school on a daily basis. We could not do this without you and we look forward to working with you over the coming year to ensure your child receives the best education possible.

If you have any feedback or suggestions about measures we have put in place to keep your child and our community safe please do not hesitate to contact me.

Yours sincerely,

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

Omar Deria
Head of School