

August 2020

Dear Learners, Parents and Carers

LDE UTC - START OF TERM ARRANGEMENTS

We hope that you are all well and that learners have had the chance for a good rest during the holidays.

Following our various communications towards the end of last term we would like to follow up with reminders of important arrangements and give further information.

Firstly, the arrangements for the first weeks of term are as follows:

Monday 31st August: Bank Holiday

Tuesday 1st September – Thursday 3rd September: Staff training days

Friday 4th September: New Year 9s in college – information has already been sent to learners.

Monday 7th September: - Year 11: 8:25am - Year 10: 10:30am

Tuesday 8th September: - Year 13: 9:00am - Year 12: 10:30am

Secondly, it is important that parents and learners take the time to read through the documents on our website under the “Covid-19 updates” tab. These contain very important information about arrangements for arrival in college, equipment and hygiene.

In particular, it is of critical importance that parents check the health of their child every day and only send them to college if they are completely well. It is also important that we all take steps to minimise the risk of exposure to Covid-19 of ourselves or our families, in order to best protect everyone in the LDE UTC Community.

Along with all schools and colleges, together with enhanced cleaning and hygiene measures, we will be operating “bubble” systems, and this has necessitated a considerable amount of re-arrangement in terms of spaces and rooms and timings.

In order to minimise mixing, stagger any movement, allow all year groups to get food at break and lunchtime, daily timetables have been modified slightly. These will be shared with learners on their arrival to the college in September. Please note that learners will have a staggered end of day. This will be published on our website when finalised.

Some other further measures are as follows:

Absences: please inform us as normal emailing the college on absence@ldeutc.co.uk.

Washing/sanitising hands: this should be done regularly throughout the day using the dedicated toilet facilities or the readily available supplies of hand sanitiser (and we also request that learners have their own hand-sanitiser).

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Transport: walking or cycling is recommended by the Government where possible; when using public transport, face coverings must be worn, hands sanitised and distancing practised where possible.

Assemblies: will be mostly delivered remotely to classrooms. First day assemblies within own year group bubbles will take place in the Lecture Theatre.

Sports: will run as normal for Years 9, 10 and 11 from Tuesday 15th September. Sports clothing should be worn to college on Tuesdays. Please note that the Sixth Form will not be able to attend the SportsDock and join in with sports at this current time.

Uniform: we do expect smart uniform, but learners may elect not to wear their blazers/jackets if parents are concerned about the possible difficulties with cleaning them. This does not imply permission being given to wear non-uniform items of clothing instead. Face coverings must be worn in corridors and communal areas and further consultation will take place regarding face coverings being worn in lessons; any coverings worn in college must be of a plain colour.

Behaviour: we expect the same high standards at all times and particularly need the full cooperation of everyone as we adjust to different procedures and patterns. This forms part of our risk assessment.

Extra-curricular activities and events: sadly, initially it is unlikely that much will be possible, but we hope that some societies will continue in due course and that some activities within year groups may become possible.

Cleaning: a lot of extra cleaning will be taking place; however, as an additional measure where rooms are used by different classes, we will expect learners to assist by wiping down their own desk and chair before and after use to keep themselves safe.

Food and drink: All current learners have contactless payment via their college ID badge. New learners will be issued with their ID badges within the first few days. If ID Badges have been mislaid, learners must inform the office prior to their return in September. There is a cost for replacing ID badges. However learners can still purchase food and drink by telling the canteen staff their name (the staff will be able to check that their photo matches). For all learners (unless they do not wish to eat the college canteen food), it is therefore important to top up the ParentPay account with money to pay for food and drink. Details of how to do this were sent to new Year 9 parents earlier in the Summer and to Year 12 earlier this week. New Year 12 learners will be able to pay on credit for the first week only up to the sum of £15.00, which will need to be repaid via ParentPay once the account is set up. All learners need to bring water to drink during the day.

We are aware that there is a lot of information to digest but we hope that this letter has provided you with some clarity about the return to college arrangements, and the measures that we are taking to welcome our learners back safely when the college is at full capacity. We anticipate that there may be further government guidance between the time of writing and welcoming learners back to college, and will do our best to keep you informed of any further changes in the light of those announcements.

Thank you for your continued support.

Yours sincerely,

Gloria Gold