

Fulston Manor School

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Academy Trust Registered in England: Company No. 7343725

SBU/NFI

31st December 2020

Dear Parent/Guardian

RE: UPDATE – THURSDAY, 31ST DECEMBER 2020

We hope that this finds you well and that you and your families had a good Christmas. We are writing to update you on the arrangements for the start of the spring term next week.

As most of you will be aware, the DFE made some changes to the previously published arrangements on 30th December due to the increasing infection rates and to enable schools to set up mass testing in school. This now means that all pupils (except for vulnerable children and children of key workers who have booked places via Mr Bowden) will be at home in week commencing Monday, 4th January. If your child falls into these categories and you have not already confirmed attendance for the 4th January, please do so with Mr Bowden as a matter of urgency and by the 2nd January on gbowden@fulstonmanor.kent.sch.uk

Year 11 and 13 will have remote learning provided and should then attend school for face-to-face teaching as of Monday, 11th January, while children in other years will have remote learning until Monday, 18th January. Swale is also identified as an area in which the DFE contingency plan should operate; this means that local primaries will be providing remote education until the 18th at least. We do not know yet if all students will return on the 18th; this will be reviewed by the government in due course. It is possible that this may yet change again, but this is what we are planning for at present.

All scheduled Public Examinations for pupils in Years 12 and 13 will take place as scheduled and students should attend school for these exams at the published times (this only applies to a proportion of students in Years 12 and 13); they should arrive at the Sports Hall 15 minutes before the published start time of the examination.

All key worker/vulnerable children who have booked places should attend school as of Monday, 4th January, Years 11 and 13 should attend school on Monday, 11th January and all other pupils return, unless otherwise advised, on Monday, 18th January.

Scheduled PPE examinations for Year 11 will commence when students return on the 11th January as planned and students already have these timetables. PPEs for Year 13 will be rescheduled for the beginning of February and a new timetable will be sent home for these.

All students who are attending from Years 7-11 should attend in uniform please. The school day will run with normal timings. For week commencing Monday, 4th January, vulnerable and key worker children should arrive via the doors by Hales and make their way to Cromer House. These students should bring their own headphones please.

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A High Performing Academy Trust

Head of School Mrs S P Burden, LLB PGCE
Executive Headteacher Mr A G Brookes, MA (Cantab)

2/

For week commencing Monday, 11th January, Year 11 students should arrive via the Hales entrance and Year 13 as normal into the S Block. We will advise further about the full return to school on 18th January in due course.

For those learning at home, work will be provided remotely via Classcharts. Teachers will be delivering some lessons for Year 11 and 13 in particular via MS Teams and so if anyone has any difficulty accessing the work please contact a member of your year team (email addresses are on the links below) and they will help you. It is important to be clear that whilst comprehensive support will be in place, the extent of our live teaching offer will be dependent on capacity. In the last 72 hours, 5 teachers have notified me of the need to self-isolate and we also have support staff and those deemed 'Clinically Extremely Vulnerable' (CEV) or sick in a similar position. Colleagues and I must also undertake considerable work to deal remotely with pastoral and safeguarding issues. Mass testing must also be started too.

For those of you whose child is considered clinically extremely vulnerable, the guidance has changed for those in Tier 4 areas. This means that such children should not attend school. If your child falls into this category, you will have been notified by your GP or Consultant. If this is the case, please let Mrs M Broad (Attendance Officer) mbroad@fulstonmanor.kent.sch.uk know as soon as possible and we will make arrangements for your child to work at home until the guidance changes. For those children who are considered clinically vulnerable, the guidance is that they may continue to attend school at this time. Our control measures and risk assessments will be updated for the start of term to reflect this new Tier 4 guidance.

As I mentioned during the break, the intention is to carry out rapid lateral flow tests on all secondary students at the start of the new term. We are still awaiting equipment and some training materials but we expect to be able to recruit staff and commence these in the first week of term. This may mean we contact you and ask for your child to come into school for a test in the first or second week of term. We will try to give you as much notice as possible and it will not be before Wednesday, 6th January at the earliest. We have been provided with details of the process for giving of consent and there is a letter from NHS Test and Trace, a registration & consent form and an information leaflet attached to this letter which will need to be signed by everyone taking the test, but by parents for anyone below the age of 16. It is important that you understand that staff will not be administering the test. Whilst it is not compulsory, I would strongly urge everyone to take the test, since the more that do, the safer the school will likely become. Please make sure your child has looked at the leaflet regarding how to administer the test and is prepared before arrival, since this will make things run much more smoothly.

Please be reassured that no child will be tested without parent/guardian consent. If you wish your child to be tested, please complete the consent and registration form (an electronic signature will suffice) and return it to the school as soon as possible to nfitzjohn@fulstonmanor.kent.sch.uk

We mentioned to you before Christmas the possibility that we would be asking for volunteers to aid with this mass testing; I am extremely grateful for the offers of help we have received and I will be in contact with those of you available to undertake training as soon as we have this information. It has now been confirmed that there will be no need for a DBS check for volunteers as they will be with school employees at all times (as such, they will be treated as visitors to the school). If you feel you are able to help by volunteering your time please let us know, indicating the days and hours you are able to offer. Unfortunately, we are unable to say for how long this process will continue and understand your circumstances may change over time.

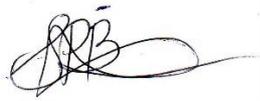
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3/

Finally, a reminder that no child should return to school please if they have either tested positive for Covid-19, or live in a household where someone has tested positive, and have not completed their ten-day self-isolation period. They should also not attend if they are unwell but should get tested immediately. If this applies for your son/daughter, please let us know. If you are unsure about necessary self-isolation periods, please do contact us and we will be able to advise.

If you have any questions please do let us know by contacting your year teams. I will take this opportunity to wish you all a very Happy New Year. We are looking forward very much to seeing the students again and we are grateful for your ongoing support.

Yours faithfully

A handwritten signature in black ink, appearing to be 'S Burden', written in a cursive style.

Mrs S Burden
Head of School

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Year 7

Mrs Franks, Head of Year 7 and Mr Raheer, Assistant Head of Year 7
Pastoral Assistants for Year 7: Mrs Stanley and Dr Stevens-Neaves
Please contact via email on: Year7Pastoral@fulstonmanor.kent.sch.uk or telephone: 01795 412612

Year 8

Miss Jeffery, Head of Year 8 and Mr Westby Assistant Head of Year 8
Pastoral Assistant for Year 8: Mrs Goodger
Please contact via email on: Year8Pastoral@fulstonmanor.kent.sch.uk or telephone: 01795 412611

Year 9

Mr Abbott, Head of Year 9 and Miss Caulfeild-Browne, Assistant Head of Year 9
Pastoral Assistants for Year 9: Dr Stevens-Neaves and Mr Pounds
Please contact via email on: Year9Pastoral@fulstonmanor.kent.sch.uk or telephone 01795 412625

Year 10

Ms Hadok-Quadrio, Head of Year 10
Pastoral Assistant – Mrs Forder
Please contact via email on Year10Pastoral@fulstonmanor.kent.sch.uk or telephone 01795 412609

Year 11

Mr Deeks, Head of Year 11
Pastoral Assistant – Mrs Wood
Please contact via email on Year11Pastoral@fulstonmanor.kent.sch.uk or telephone 01795 412610

Sixth Form

Mr Patey, Acting Head of Sixth Form
Pastoral Assistants, Mrs S Horne, Mrs S Larkin, Mrs S Farr
Please contact via sixthform@fulstonmanor.kent.sch.uk or telephone 01795 412608/01795 412623.