



23rd July 2020

Dear Parents/Carers,

As part of our Protective Measures Plan upon our return to school in September (from Thursday 3rd September 2020), it is vital that all students have their own equipment each day that they alone are using in order to reduce any potential transmission risks.

Frequently used equipment such as pens and rulers cannot be shared under any circumstances. Equipment that will be shared are scissors and practical equipment where use will be minimised, and items will be disinfected or quarantined after use.

Your child **must have** the following equipment with them in school every day (all items as far as possible should be clearly labelled or marked):

A pencil case or tin containing:

- ***At least 2 black/blue pens (more is fine)***
- ***2 green pens***
- ***Pencil and sharpener***
- ***Ruler (preferably 30 cm)***
- ***Rubber***
- ***Glue stick***
- ***Coloured pens or pencils***
- ***School compliant scientific calculator (can be purchased from school for £8.50 if not already owned) – details of how to order remotely will be provided at the start of next term.***

Students must not bring scissors to school.

A suitable school bag large enough to contain the equipment above as well as schoolbooks/folders/ additional equipment when these are required to be taken home.

If you require support with providing equipment please contact your Progress Leader via the email address below:

Year 7 - Ms Friend: gayle.friend@whptrust.org

Year 8 – Mrs Matthews: liz.matthews@whptrust.org

Year 9 – Mr Foster: paul.foster@whptrust.org

Year10 – Mr Palmer: robert.palmer@whptrust.org

Year 11 - Mr Allsopp: jack.allsopp@whptrust.org

The following equipment will be provided by school and your child must take it with them to every lesson:

- Reading book - these will be borrowed from the school library and quarantined when returned. Further details will be provided at the start of next term.
- a small whiteboard, pen, and cleaning cloth
- student planner.



On the days required:

PE Kit: students should wear full PE kit to school on days when they have PE. (Changing facilities can be made available on request if wearing PE kit for the day is a barrier to accessing PE or attending school, please contact your child's Progress Leader if you would like to request this for your child).

Food Technology Ingredients: (on the days where required) – you will be notified of this via stickers in planners/recipe sheets which will also be available on the Google Classroom as assignments.

Any incidents of students not having full equipment will be logged and followed up with parents/carers in line with the school behaviour policy as a COVID-19 security risk. A quarantined pencil case will be loaned for 1 day only.

Lockers:

We need to re-organise our use of lockers to ensure that they are in year group bubble "zones". This will also give us an opportunity to ensure all lockers are thoroughly cleaned and to avoid unused lockers.

ALL lockers currently occupied by students in years 8 to 11 must be emptied within the first full week.

For existing lockers, we request that all keys are returned in an envelope labelled with the student's name and tutor group. The finance department will then be in touch to refund the security deposit.

Any payments received for lockers for the upcoming academic year will be returned in the first instance.

We will then review our locker system in line with our other protective measures and inform students and parents as soon as we are ready to re-allocate lockers.

Have a lovely summer and we very much look forward to seeing everyone on **Thursday 3rd September** - fully equipped.

As always, thank you for your continued support.



Mrs M Holling
Assistant Head: Personal Development