



23rd June 2020

MIGS/ADM/T3/PRC/SS/PS/2020-0219

Dear Parents/Guardians,

MESSAGE FROM THE PRINCIPAL –MOE'S GUIDELINES

This morning we completed a visit from the MOE, who reviewed our operating procedures for opening the school for *Year 10*. This process included our documentation and the arrangements we have made with regards to marking of social distancing and classroom configurations, and they have confirmed that we can reopen the school based on Year 10 entering at this time.

I will go over some finer details with the students in two sessions tomorrow in the hall. Please find some of the brief guidelines below as a reminder.

On arrival at school we ask parents to remain in their cars when dropping children off and we will only accept students who by private transport.

On arrival, temperature checks will be completed and students in 10E should report directly to their tutor room and 10T students need to report to the hall.

- Floor markings will show walking routes around the campus and act as a guide to keep to the left of the corridors and stairs at all times.
- Classroom desks are currently set at a distance of 1m apart (in all directions) and students must maintain their individual working space. Desks are not to be moved without approval from the teacher.
- Breaks will be timetabled as usual, food and refreshments will be laid out on the tables so there will be no need to queue at the service counter.
- Seats will be allocated and will remain as 'your seat' until the end of this academic year.
- Students will be restricted to classrooms and only allowed to leave for washroom visits during first and second breaks.
- No sports will be allowed in PE lessons or during break times.
- Students have a limited time on-site so arrival at school and returning home should be near the start and end of school times, e.g. arrive close to 7:45 am and leave no later than 3:15 pm.

I also ask all parents not to send your child to school if they are not feeling well or if they have a high temperature. As previously in March if a student exhibits flu like symptoms or records a high temperature, they will not be allowed onto campus. This rule also applies to all our staff.

All students are required to wear face masks when arriving and moving around the school.

If parents need to come to school for any reason, perhaps to see teachers or myself or pay fees to the finance department, please be advised that you will need to make an appointment prior to your visit. We must limit the number of people in school at any one time in accordance to MOE's guideline.

Yours sincerely,

JOHN PAUL BIRCH

Principal