



Saint Felix School

Headmaster: Mr James Harrison BA (Hons)

24th August 2020

Dear Parents and Guardians

I hope that the summer break has provided much needed rest and relaxation for you all and that your children are looking forward to coming back to school as planned on Monday, 7th September. The Senior Leadership Team has held a series of very productive meetings examining, in detail, the Government's guidance for schools concerning the return of pupils and thinking about how best to adopt this guidance for Saint Felix, which is fortunate enough to have a large site for a comparatively small student roll, but has the added complexity of being a through school from 2-18, with a residential setting for boarders. Our aim is to move towards normality as safely as we can, with an emphasis on maximising education and minimising risk. Unfortunately, some activities cannot happen yet, such as whole school assemblies and Chapel services, House Shout will be postponed indefinitely, Star Assembly will be behind closed-doors etc. Where we can, we shall use technology to replace any face to face activities that cannot happen if they pose too great a risk for pupils and staff. As we did in June when we partially opened the school, we will also be constantly monitoring Government guidance for further updates. We have adopted the approach that if we can do something then we will look to do it, but only safely and without any undue risk. The emphasis will be on delivering the normal educational programme across the school.

I ask for your patience as undoubtedly in the first few weeks there will be some teething problems regarding the new school procedures, and we feel that constructive criticism from staff, pupils and parents will allow us to implement an effective 'back to school' plan very quickly.

There have been extensive discussions during the summer involving the Leadership team and the Governing Body on the topic of a safe return to school, and I have resisted communicating the plan piece by piece. We have had to consider many different aspects for the safe return of pupils and staff including movement across the school site between lessons, how we will deliver music and sport, how we will feed the pupils, the internal procedures for drop off and pick up, increased cleaning and sanitation, how swimming will work, how boarding will work and many other considerations. The Leadership team has settled on a plan which we think will work well in delivering excellent pupil outcomes while at the same time minimising risk.

I have asked the Head of each individual school department to publish their back to school procedures. So, expect a letter from Mrs Laughland (Nursery), Mrs Kinsella (Pre-Prep), Miss Wong (Prep), Ms Hardcastle (Senior) and Mrs Treby (Sixth Form) by the end of tomorrow detailing the internal procedures for the different year groups in these departments. You will also receive the whole school Risk Assessment from the Bursar as well as separate information regarding school lunches, the medical centre, transport, swimming, learning support and boarding.

Please do take time to read the various documents that we have produced which are particular to this school. Having done so, if you still have any questions then please direct your emails to the Head of your child's individual school department as listed above.

We will have reviews of the procedures in our weekly Senior Leadership meetings as well as a strategic whole school review involving the Governing Body every half term. I do hope I can count on your support and positivity next term.

I am looking forward to all pupils returning to school permanently and I am excited about seeing the whole community back together again *albeit socially distanced*.

Best wishes



James Harrison
Headmaster