



Saint Felix School

Headmaster: Mr James Harrison BA (Hons)

2nd September 2020

Dear Year 11 Parents and Students

I do hope you have enjoyed the lovely warm weather during your summer break and are now preparing to return to school on Monday 7th September.

I would like to take this opportunity to outline a few details regarding new procedures which you will need to follow on your return to school. All pupils will be in Year group or Key Stage bubbles and based mostly in the same classrooms where possible. You will have a dedicated area of the school, and specific entry and exit points at the start and end of the school day. There will be signage to indicate these points and reminders to **keep left** on all corridors and staircases, avoiding the use of banisters.

Instructions specific to Year 11 students are as follows:

- On arrival at school each morning you will be required to enter school via the door next to **Photography** and proceed directly to **O4** or **M1** via the **Maths Staircase**.
- Your route to your classrooms will always be **via the Maths staircase**.
- **Mrs Meldrum's** form group will be based in **M1** and **Mr West's** form will be based in **O4**. Please bring a padlock for your new allocated locker. Pupils will need to empty the contents of their old lockers the first day back so please make sure you bring in the key to your locker.
- When you need to move to another teaching room, you will take the **Maths staircase down** and use a direct route to the relevant room. Students will **always need to keep left**.
- Break and lunch will be taken in your form room. After lunch, students will use the right side of Ruth's field, to play together. All students will be required to line up in their forms to return to their teaching room after lunch.
- **Year 11 Girls will use the Girls' boot room toilets and year 11 boys will use the toilets on the downstairs Music corridor.**

Signs will be around school to aid pupils and remind them of the procedures.

Each student will have a designated desk in his/her teaching room and should bring a full set of their own school equipment each day, along with a water bottle which can be replenished during break and lunch times. You will need to label your water bottle and ensure it is washed at home each night. Year 11 pupils can fill their water bottles up in O4.

Your teachers and I are very much looking forward to welcoming you back to school and continuing the momentum from your distance learning with a focus on your programme of study in each of your subjects.

Please do not hesitate to contact me if you have any concerns or issues and if you have decided to opt out of the provided school packed lunches.

With best wishes



Mrs Chantelle Gallagher
Head of Fifth Form