

**3<sup>rd</sup> September 2020**

**Dear Parents/Carers,**

I hope you and your families are in good health.

We are looking forward to welcoming all of our students back to Oakbridge on Monday 7<sup>th</sup> September for new students (Group 1) and Thursday 10<sup>th</sup> for returning students (Group 2). We have taken account of all guidance that has been provided by the DfE and we have worked hard to make Oakbridge a safe, enjoyable environment.

We have completed a comprehensive risk assessment that has been shared with the local authority and unions.

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### **Key changes in September:**

#### **Student drop-off and collection**

Transport to Oakbridge is provided by Barnet Transport for the majority of the students and you should have been given details regarding pick up and drop off times. You should also have been informed of the measures that the transport department have put in place to ensure safety on the buses. If you have not yet received this please contact Barnet Transport directly.

If you bring your son/daughter/young person to Oakbridge please do not arrive at the site before 8.50am. Please remain in your vehicle and a member of the Oakbridge team will meet you in the car park area and escort the student to the main hall. The day finishes at 3.20pm so please do not come to collect your son/daughter/young person before this time unless you have previously arranged this with an Oakbridge teacher.

#### **Lunches and equipment**

Students are not required to bring any equipment to Oakbridge such as pencils/pencil cases. We will provide individualised equipment for all students.

We have taken the decision not to provide onsite catering for the first 2 weeks in September and ask that each student is provided with:

- A water bottle
- A packed lunch - we ask that this a "cold" lunch so that we can limit food handling
- Their own eating equipment such as cutlery
- Paper tissues

We will continue to run a breakfast club consisting of a cereal bar and a carton of juice.

### **Covid-19 Safety Measures**

We know that many students will find social distancing difficult but we have structured the provision environment to make this easier for them. If you would like your young person to wear a face covering whilst at Oakbridge, please make sure that you send him/her in with a mask(s) and a clearly labelled bag for storage as we are not able to provide these.

Students will be encouraged to wash their hands using soap and water for 20 seconds at hourly intervals and before eating. Hand sanitizer will be available.

Please do not send your student to Oakbridge if they display Covid-19 symptoms or have been asked by NHS Track and Trace to self-isolate. If a student or staff member displays any symptoms of Covid-19 in Oakbridge we will follow current public health guidance – if necessary, we will need you to come and collect your student from Oakbridge.

### **Home/Oakbridge Liaison**

We are intending to continue to use our home/Oakbridge books but if you would prefer any communications to be by email please let us know. We will provide further details about the changes to our curriculum delivery that we have had to make.

### **Curriculum Changes**

For at least the first few weeks, there will be no educational visits or trips to the local shops. Our main priority for the first few weeks is to re-establish our routines and expectations – to make students feel safe and happy and be in a position where they are ready to learn.

If you have any questions or concerns about the points set out above, please get in touch with me. We'll continue to keep in touch with any updates to our plans or if we need to make changes due to new or updated government advice.

Best Wishes,

Simon Clark  
Provision Manager