



Southend High School for Girls

An Academy Grammar School

Southchurch Boulevard, Southend-on-Sea, SS2 4UZ

Headteacher: Mr J Carey MEd (Cantab), BA (Hons), LLE, NPQEL

31st August 2020

Dear Parents, Carers and Students,

Welcome to our final summer holiday letter, including a link to a video for you to add further clarity for the start of term. We have tried to keep you informed and kept communication channels open throughout the summer; this letter pulls together the main information and some reminders to support your preparation for your first day. In addition, the DfE published more guidance on Friday; I have included a link to that information as well.

Final video

To add further clarity to the information we have sent you about the year group zones and the risk assessment, I have produced a video with photos to walk students through their routes and zones. This may be especially useful for new students. I have also explained the risk assessment in the video. You will find a link to the video [here](#).

A reminder about the first days of term

Wednesday, 2nd September: Year 7 arrive by 08:30 am

Please remember: full uniform, stationery, and a packed lunch and drink.

Meeting arrangements for Year 7

The Senior Team, Mrs Symes (Head of Year 7) and Mrs Bernier (Lower School Pastoral Support Officer) will greet Year 7 at the School Gate between 08:20am to 08:30am. They will be guided to line up in their Tutor Groups in the fire drill positions, met by their tutors, behind the Brierley Building. If it is raining they will initially be taken to the Sports Hall.

Wednesday, 2nd September: Year 12 arrive by 10:00 am

Please remember: full uniform, stationery, and a packed lunch including a drink.

Meeting arrangements for Year 12

The Senior Team, Ms Marcel (Head of Year 12) and Mrs Hopkins will greet Year 12 at the School Gate between 09:50am to 10:00am. They will be guided to line up in their tutor groups at the fire drill point on the school field and then taken by their tutors to their form bases. If it is raining they will initially be taken to the Sports Hall.

Thursday, 3rd September: All year groups arrive by 08:30 am

Please remember: full uniform, stationery, and a packed lunch including a drink.

Meeting arrangements for all students

The Senior Team and heads of year will greet students at the school gates.

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Year group	Route	Meet point. Tutors will then take students to their form bases.
Year 7	Via the student entrance and directly to their tutor room in the B Block	Tutor Room
Year 8	Via Reception, past the Assembly Hall to the tennis courts.	Tennis courts
Year 9	Pedestrian entrance leading to the Maths Block.	*Back field (changed from tennis courts)
Year 10	Main entrance and wait in tutor order (as in old fire drills) on the front lawn.	Front lawn
Year 11	Past the student entrance, round the back of the school and to the Sports Hall through the PE entrance.	Sports Hall
Year 12	Past the student entrance, round the back of the school and directly to their tutor room in the CPA Block	Tutor Room
Year 13	Pedestrian entrance leading to the Sixth Form Building	Tutor Room. These will be emailed to students

Before and after school clubs

For the first half term at least, we will not be running any trips or breakfast/after school clubs. After half term we can then make an informed decision and review the situation.

Face masks and school uniform

The Government has recently updated its [guidance](#) on face coverings in education settings and stated that:

Outside of local lockdown areas face coverings won't be required in schools, though schools will have the flexibility to introduce measures if they believe it is right in their specific circumstances.

We understand that students and staff may feel reassured by wearing a face mask in school. Should your daughter/son wish to wear a face mask or face shield on the school site from September then she/he will be permitted to do so. The school has a supply of face masks should any student require a replacement on a particular day. We request that all students carry an appropriate face mask with them, even if they choose not to wear it in their bubble area. This is to protect students should any circumstance arise, such as a fire evacuation procedure, where they may come into contact with another year group bubble for a short period of time.

As mentioned in previous communication, students should be in full school uniform:

We are encouraging all schools to return to their usual uniform policies in the autumn term.

You do not need to clean uniforms differently or any more often than usual because of coronavirus (COVID-19).

['What parents and carers need to know about early years providers, schools and colleges in the autumn term'](#) Updated 21 August 2020

NB: PE kit should be worn to school when a student has PE.

Parent appointments

As outlined in government advice, we would appreciate parents not coming onto the school site without an appointment.

As I have mentioned in previous letters, we have taken a belt and braces approach to the health and safety arrangements for our return to school. Inevitably, there will be some teething problems and the government could very well change its guidance and expectations as the year progresses. However, we will work through this next stage of education during COVID-19 together. The school is set up and ready for your safe return, and we have everything in place should there be a local lockdown and remote learning scenario. We will keep you informed with weekly letters, the Gazette and videos.

A position of strength

The start of term sees the school in a strong and positive position. Excellent GCSE and A Level results, record numbers for Year 12, building works completed in the Sixth Form Centre, new systems such as *Show My Homework* (SMHW) in place, along with many other areas we have made progress on, all point to an excellent year ahead. Although COVID-19 has been an incredibly challenging time, we have still focused on moving the school forward and have been ambitious and enthusiastic in our strategic planning.

We are very much looking forward to welcoming students back this week. Enjoy the last few day(s) of your summer holiday!

Best wishes,

A handwritten signature in black ink that reads "Jason Carey". The signature is written in a cursive, flowing style.

Jason Carey
Headteacher