



# All Hallows Catholic School

Weybourne Road  
Farnham  
Surrey  
GU9 9HF

Acting Headteacher : Mr Mark Baines  
6<sup>th</sup> November 2020

Dear Parents/Guardians of Year 12 and 13 students

It has been fantastic to see our Sixth Form students return to college after the half-term break full of enthusiasm and energy.

As outlined in Mr Baines' letter dated 1<sup>st</sup> November 2020, communal spaces within the Sixth Form have been reconfigured over the half term break to reduce the amount of prolonged contact between both year groups. Year 12 is now based on the first floor; the Common Room has been reorganised to create clear study and leisure spaces. The Year 13s are based on the ground floor, in and around the Study Centre, with a similar set up to Year 12. The students continue to share classrooms, Father Dan's Café and the toilets.

In order to support the changes to the working environment, the Sixth Form Team has come to the decision that as from Monday, 9<sup>th</sup> November, whilst attendance at all times is encouraged, students may, instead, work from home if they have a free or independent study period.

Whilst we are confident that our students will continue to do extremely well with the revisions to the working day, in order for the changes to be successful, it is crucial that they look to replicate their normal practice as closely as possible. To this end, we ask that you encourage your child to begin their studies in the morning, as they would if they were in college. Furthermore, attendance at lessons is as crucial as ever and this applies not only to their chosen subjects, but to their General RE and PSHE sessions too. Please note that students will only have access to online work missed due to absence, provided the absence was in relation to illness or being in isolation. As always, we ask that, as the parent/guardian, you inform the college if your child is unable to attend. With our new flexibility to the working day, it is vital that students register on arrival and sign out before leaving.

In an attempt to provide students with as comprehensive an experience as possible, tutor time will continue to take place as normal for those students who are in college. Similarly, the *Extended Day* (previously referred to as Period 7) will still be used for students who have missed lessons, work or deadlines. As is the case currently, the *Extended Day* runs from 15.15 – 16.45 and will be issued for the day following the missed work/deadline, regardless of the student's timetable.

The changes introduced are designed to protect the welfare of our students and, as such, we are mindful of balancing the immediate and short-term considerations alongside long-term impacts.

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Consequently, we will be monitoring the progress and well-being of all our students, and may well decide that for some pupils it is in their best interest to return to a more conventional timetable (i.e. 08.50-15.15) to enable us to provide greater levels of support and guidance. Equally, we will continue to review our general systems and approaches in line with ongoing government guidance.

I would also like to take this opportunity to clarify expectations regarding the use of masks. Students are expected to wear their masks when entering and leaving the school site, as well as when moving between classrooms or buildings. Students are also expected to wear their masks when in communal areas unless they are eating. Students do not need to wear masks when in lessons, or when working independently in study areas.

Finally, I would like to draw your attention to the 16 to 19 Bursary Fund which provides financial assistance to students to help pay for things they might need in order to support their education and covers things such as books, equipment, transport and exams. This fund is available to students who may have difficulties in completing their courses due to financial considerations or unforeseen circumstances. If you think that your child might be eligible for this funding and wish to apply please contact our Finance Office.

Thank you for your continued support as we work with our fantastic Year 12 and 13 students in these challenging circumstances.

Yours faithfully,



**Mrs L Jones**  
Director of the Sixth Form  
Assistant Headteacher



**Mr L Carney**  
HOD KS5



**Mrs M Fitzpatrick**  
Head of Year 13



**Mrs A Maxwell**  
Head of Year 12



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