

13.08.2020

Dear parents of SISS Secondary,

On behalf all colleagues we look forward to welcoming your children back next Monday 17th August. As you are probably aware, we are being asked to return to a full timetable with normal teaching groups. We are therefore required to implement a health and safety plan in order to minimise any risk of the infection spreading. Important details will be shared with all classes as soon as they arrive. We ask parents to please consider the following points with your children before school starts:

- Please provide a clean face mask (medical or home-made). We urgently request students to wear a mask in all sessions outside their normal class group (eg.in mixed IGCSE and IB groups and mixed language or art and drama groups from all year groups). Where necessary, teachers will inform students of mask wearing guidance for their subjects. If for any reason your child is unable to wear a mask, please send written notification using the official statement referring to people who are proven to be in a high risk group. (For further details about this and other aspects of the school hygiene plan, please also refer to guidelines on the Schuldorf website).
- All students will be asked to respect a 1.5M distance rule in break times or when meeting and working with others outside their class group. They will also be encouraged and reminded to wash hands at appropriate times.
- Please provide a packed lunch and drink – there are no canteen (Mensa) facilities available at the moment.

The first day of school (starting times and procedures):

Wherever possible, we have to ask parents not to enter the building on the first day and we ask for masks to be worn on the school premises.

- All **new Year 5 students** will be welcomed by Mr Toogood and Mrs Rothe **10:45** on the SISS Atrium steps. (Please arrive no earlier than 10:40). They will then go directly to their classroom for introductory activities before receiving a short guide to the building. The two new classes will spend all morning with their class teachers and they need to be collected at 13:15 each day in the first week.
- All **new students in years 6-9** must please wait without their parents on the steps at 9:30. They will be briefly welcomed by a member of the leadership team before being taken to meet their new classes.

- All **students returning to SISS in Y6-10** must go straight to the classroom that is labelled with the number and letter of their new class shortly before **9:30**. Your class teacher will be there to share important information, including your new timetable.
- **All students in Y11 (including newcomers)** should please attend an introductory session by Mr Scheuerpflug on the atrium steps **between 8:30 and 9:15**. At 9:30 the IB induction week starts.
- **Year 12** will meet in the presentation room at 9:30. Lessons 4 – 6 take place but please check the cover plan.

IMPORTANT:

All students **must** please wear a mask when entering the building on Monday. Please enter your room as soon as your class teacher arrives. There will be no beginning of the year assembly.

In the first week all lessons will **finish at 13:15** in order to enable teachers to plan ahead in departments.

Recent arrivals from travelling:

We ask families who have recently arrived from an official 'risk area' to please inform Frau Kienzle by email in the school office immediately so that we can advise on whether a two week quarantine period is required.

Please note:

Any student showing **flu-like symptoms** (especially coughs and high temperatures) must please stay at home.

Parent evenings at the beginning of the school year:

Due to the limited amount of large indoor spaces across the Schuldorf, we will now be offering the following parent evenings:

Introductory evenings and elections for Year 5:

5A: Monday 31.8. at 19:00

5B: Wednesday 2.9. at 19:00

Y11 parents evening:

Tuesday 1.9. at 19:00

All other year groups will receive digital communication of key information in due course.

Year 7 parent representative election **only**:

Friday 4.9. for both classes.

7A: 18:00-19:00

7B 19:30-20:30

Year 9 parent representative election **only**:

Thursday 3.9 for both classes.

9A 18:00-19:00

9B 19:30-20:30

Please note that forms requiring **contact details** will be sent out by email to parents of all the above events in advance. They must be presented on arrival in accordance with Covid 19 regulations. All parent evenings will take place on the atrium steps in the Secondary building.

Despite all of the above adjustments we will no doubt appreciate being able to interact more frequently with teachers and friends again!

We wish everyone a successful start to the year,

Kind regards,

SISS Secondary Leadership team