



4 November 2020

Dear students, parents and carers,

As you are aware, there was an announcement by the Government on Saturday 31st October about New National Restrictions which come in to force on Thursday 5th November until Wednesday 2nd December to control the spread of coronavirus. We have now received specific guidance about the impact of the new measures upon schools.

There are a number of changes that directly impact upon us all at Kings, and the following paragraphs set out these changes which will be in place **from Monday 9th November**.

Face coverings

Government guidance states that, *"In schools where pupils in Year 7 and above are educated and further education colleges, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained."*

As such, **all students and staff must wear a face covering within the school when outside of lessons from Monday 9th November**. It is the responsibility of all families to ensure that their children arrive with a suitable face covering. They should also have a clear bag in which to store this face covering whilst in lessons.

Students must wear face coverings when moving about the site, including when lining up for lessons. Face coverings may be removed when:

- Students are advised to remove face coverings when instructed to do so in class once they are sat at their assigned seat.
- Upper School students are sat in the canteen to eat lunch or brunch. They must wear face coverings when queuing and paying for food, and when leaving their seat, even for a short while.
- Lower School students are sat in the canteen to eat their lunch or brunch. They should wear their face coverings when queuing and paying for food, and when leaving their seat in the canteen to go to an outside area.
- Students may remove face coverings when outdoors at brunch or lunch time, although we expect students to be practicing responsible social distancing as much as possible at these times. If this proves unachievable, students may be asked to wear face coverings at these times when not seated to eat.

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Some individuals are exempt from wearing face coverings and at Kings we will be sensitive to these exemptions. To avoid students who are exempt from potential embarrassment, families should contact our Office Manager, Petula Chamberlain (p.chamberlain@kingscollegeguildford.com) or telephone reception to make us aware of these exemptions before 3pm on Friday 6th November.

Extra-Curricular activities including Lower School Homework Club

The new guidance, which is valid until Wednesday 2nd December states that “*Where schools are offering extra-curricular activities they should only do so where it is reasonably necessary to support parents to work, search for work, or undertake training or education.*” As such, we will no longer be able to offer any extra-curricular clubs during this period of New National restrictions.

We will continue to offer Lower School homework club where parents contact us directly to request this facility where there is a need for childcare purposes due to work or educational commitments for parents and carers. To access this provision, we would request that you contact Petula Chamberlain (p.chamberlain@kingscollegeguildford.com) by 3pm on Friday 6th November.

Exams

The Prime Minister and Education Secretary have reiterated that exams will go ahead next summer for Year 11 students. Our internal assessment series remains unaltered from published schedules.

Visits to school by parents and carers

We will be continuing with our current policy whereby parents and carers may only visit the school by appointment. Some access for social services will continue where appointments cannot be undertaken by phone or video link, but these appointments will only happen in the Community Room so visitors will not be entering the main body of the school.

Clinically extremely vulnerable children

Government advice states that most children originally identified as clinically extremely vulnerable no longer need to follow original shielding advice. Parents should speak to their child’s GP or specialist clinician if they have not already done so, to understand whether their child should still be classed as clinically extremely vulnerable.

I thank you all in advance for your support as we follow national guidance, in order that we can continue to provide the face-to-face teaching which we believe to be so important for your child’s education.

Yours sincerely,

Mr A. McKenzie
Principal

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