



Email: parentmail@hemelschool.com

Website: www.hhs.herts.sch.uk

For year 7-11 absences please email absence@hemelschool.com or call 01442 390103, for sixth form absence please call 01442 251732 or email 6thformabsence@hemelschool.com this enables your message to reach our absence team first thing in the morning.

The colour of the newsletter indicates which timetable week, blue or gold, follows the weekend.

If reporting a positive COVID test please ONLY contact us via covid@hemelschool.com

A special newsletter to cover the staggered reopening of schools and Lateral Flow Testing

Happy New Year! Well almost!

You will have seen in the news that the Department for Education is staggering the start of the new school term. It has become a little complicated so I hope this special newsletter will make it clear what you need to do for each of your children.

Please do take time to read this newsletter carefully, the actions you need to take may be different for each of your children.

If you have a child in year 7:

1. Please complete this survey - it will tell you what your child needs to do:

[Library School Survey for Year Seven](#)

2. Please complete this consent for Lateral Flow Testing:

- a. If you have not already done so.
- b. Please complete the form, whether you intend to give consent or not.
- c. It provides the option to not give consent.
- d. Asking for it to be completed for every child will help us to ensure that no-one is inadvertently missed out.
- e. Every child with consent will be tested in their first week back at school.

[Consent form for Lateral Flow Testing \(child under 16\)](#)

If your child was invited to 'The Library School' from March 2020:

1. You will have been invited to send your child to 'The Library School' if any of these criteria was met:
 - a. Your child is on an EHCP.
 - b. Your child is a Child Looked After or previously looked after.

- c. Your child is under the direct care of a social worker.
 - d. Both adults in the home are key workers.
 - e. The only adult in the home is a key worker.
2. If your child was invited to 'The Library School' during the March to June lockdown of 2020 then they should attend school, in person, from Monday 4th January:
- a. Your child should come to school for their normal time and at their normal gate.
 - b. Your child should be in normal school uniform (there will not be any PE in the first week)
 - c. Your child should go directly to the main hall.
 - d. Your child will be given a Chromebook and will be able to follow the exact same lesson that their peers are having at home.
 - e. Please can your child bring headphones
 - f. There will be a free hot lunch (with vegetarian option) served daily.
 - g. Please encourage them to bring all their normal medication.
 - h. Absence, due to illness should be reported via absence@hemelschool.com
 - i. You (parents) should not attend the school site unless invited by the school. Meetings will be via telephone or Google Meet.
3. If you (or they) have given consent then they will be tested, by Lateral Flow Testing, twice in that week.
4. If you are unsure, or your circumstances have changed, then please complete the survey below, it will tell you what to do:

[Library School Survey for Other Year Groups](#)

4. Please complete this consent for Lateral Flow Testing:
- a. If you have not already done so.
 - b. Please complete the form, whether you intend to give consent or not.
 - c. It provides the option to not give consent.
 - d. Asking for it to be completed for every child will help us to ensure that no-one is inadvertently missed out
 - e. Every child with consent will be tested in their first week back at school.

[Consent form for Lateral Flow Testing \(child under 16\)](#)

If your child is in Year 11 and 13 (and not in The Library School):

1. Your child will be taught **online for the first week of term, from Monday 4th January:**
 - a. Your child will be having online lessons for one week, starting on Monday 4th January.
 - b. It will be Gold Week.
 - c. Your child will be communicated with by their teachers, via the school email and school calendar.
 - d. Your child must be logged on and ready to learn at 8.30am on Monday 4th January.
 - e. They will receive most of their lessons by Google Meets, which they can access via their calendar.
 - f. If your child does not have access to a computer at home then please contact t.jordan@hemelschool.com as soon as possible and we can arrange to have a chromebook made available to you.
 - g. Your child can access email, calendar, and Google Meets via a smart phone, but it is easier to work from a computer or tablet.

2. Your child will return to **on school site lessons from Monday 11th January:**
 - a. On Monday the 11th January your child should attend at their normal time and at their normal gate
 - b. They should be in their normal uniform with all their normal equipment
 - c. They should go straight to their first lesson. It will be Blue Week.
3. If you (or they) have given consent then they will be tested, by Lateral Flow Testing, twice in that week.
4. Please complete this consent for Lateral Flow Testing:
 - a. If you have not already done so.
 - b. Please complete the form, whether you intend to give consent or not.
 - c. It provides the option to not give consent.
 - d. Asking for it to be completed for every child will help us to ensure that no-one is inadvertently missed out
 - e. Every child with consent will be tested in their first week back at school.

[Consent form for Lateral Flow Testing \(child under 16 on 1/1/21\)](#)

[Consent form for Lateral Flow Testing \(by the child themselves if over 16 on 1/1/21\)](#)

If your child is in Years 8, 9, 10 or 12 (and not in The Library School):

5. Your child will be taught **online for the first two weeks of term, from Monday 4th January:**
 - a. Your child will be having online lessons for two weeks, starting on Monday 4th January.
 - b. It will be Gold Week the first week, and Blue the second.
 - c. Your child will be communicated with by their teachers, via the school email and school calendar.
 - d. Your child must be logged on and ready to learn at 8.30am on Monday 4th January.
 - e. They will receive most of their lessons by Google Meets, which they can access via their calendar.
 - f. If your child does not have access to a computer at home then please contact t.jordan@hemelschool.com as soon as possible and we can arrange to have a chromebook made available to you.
 - g. Your child can access email, calendar, and Google Meets via a smart phone, but it is easier to work from a computer or tablet.
6. Your child will return to **on school site lessons from Monday 18th January:**
 - a. On Monday the 18th January your child should attend at their normal time and at their normal gate
 - b. They should be in their normal uniform with all their normal equipment
 - c. They should go straight to their first lesson. It will be Gold Week.
7. If you (or they) have given consent then they will be tested, by Lateral Flow Testing, twice in that week.
8. Please complete this consent for Lateral Flow Testing:
 - a. If you have not already done so.
 - b. Please complete the form, whether you intend to give consent or not.
 - c. It provides the option to not give consent.

- d. Asking for it to be completed for every child will help us to ensure that no-one is inadvertently missed out
- e. Every child with consent will be tested in their first week back at school.

[Consent form for Lateral Flow Testing \(child under 16 on 1/1/21\)](#)

[Consent form for Lateral Flow Testing \(by the child themselves if over 16 on 1/1/21\)](#)

This image is a helpful summary:



Department for Education

Return dates for primary and secondary schools and colleges in England

Year group	w/c 4 Jan	w/c 11 Jan	w/c 18 Jan
Exam years (years 11 and 13)	Prioritise remote education	Return to school	Continue at school
Primary (years 1-6)	Return to school with some local exceptions*	Continue at school with some local exceptions*	Continue at school with some local exceptions*
Secondary / college (years 7-10 and 12)	Prioritise remote education	Prioritise remote education	Full return to school with some local exceptions*
Primary / secondary vulnerable and critical worker	Return to school	Continue at school	Continue at school
Special school	Return to school encouraged	Continue at school	Continue at school
Alternative provision	Return to school	Continue at school	Continue at school

* In some local areas, under the contingency framework students will have remote education except for exam years and vulnerable and critical worker children. Special schools for primary years should continue to allow pupils to attend full time.

We thank you for patience and understanding; our hope is that the introduction of the Lateral Flow Testing will add another string to our bow in keeping your children and our staff safe and able to continue their education.

It is the government's view that we need this staggered start to establish our testing process and facility.

The Lateral Flow Testing (LFT) will work like this:

- First we must have your consent, or that of the student if they are over 16.
- The consent can be withdrawn at the time of the test.

- We have set up a new facility and will be training a group of dedicated staff, not drawn from existing teachers or support staff.
- These staff will process the tests and will be fully trained.
- The actual swab, of the mouth and the nose, will be done by the students on themselves
 - Students find this much more comfortable.
 - Students will be shown how and supervised.
- The results will be available within an hour.
- During their first week physically back at school every student will be tested twice.
- After that testing will be used to avoid having to send students home, for example, in the event of someone testing positive:
 - Contact tracking will take place.
 - Those who would have been sent home last term, instead now will be tested daily
 - And provided the LFT test is clear each day they can stay in school and not miss out on learning
- We ask parents and carers to continue to make us aware of any positive tests using COVID@hemelschool.com

Neil Hassell
Headteacher

