



1 March 2021

Dear Parents and Carers

**Re: Y12 and Y13 - March return to school**

Following on from Mr Smyrk's letter detailing the return to school, I would like to add some additional points relevant to all KS5 students. Firstly, I would like to say that the sixth form team are looking forward to welcoming back the students but understand that some may be feeling anxious about the return. If anyone would like to discuss this with a member of the sixth form team, please contact Mrs Power using the sixth form email [sixthform@st-martins.essex.sch.uk](mailto:sixthform@st-martins.essex.sch.uk) and we will arrange for someone to contact you. Can I remind students that Year 13 will now have use of the common room and Year 12 the sixth form library and computer room. Students will need to use a mask in these areas, particularly Year 12 visiting the bistro for refreshments. Government advice states that rooms should be well ventilated so please ensure your child is wearing layers if it is cold, as unless the circumstances deem otherwise, coats will not be allowed during lessons.

From Monday 8 March, the security gates will be in use. The north gate, with access to the sixth form will close at 8:25am; students arriving after this time will be allowed access via the south entrance. The gates will be opened at break time (11:00-11:10) and lunch time (13.30-13.40 and again at 14:00-14:10) for students to exit and gain access to the site, and, until the Easter break, the gates will also be opened during each movement time (9:55-10:00 and 12:25-12:30) allowing KS5 students to go home, if they are able to, between lessons. Students that are not able to go home will still have access to their designated areas to complete their private study. This will enable students to socially distance and reduce student contact. Students must all sign out and in when they are leaving and returning to school site at the sixth form office. The opening of the security gates will be reviewed at Easter and may be subject to change. Year 13 students that are driving to school will now be required to park in front of the security gates in the south car park, avoiding the hatched area; they will not be permitted to park in the lower car park by the AstroTurf. Students must have a permit in order to park on school site, which can be obtained from Mrs Power.

Students should also be aware that KS3 and KS4 have been advised that mobile phones are not allowed to be used during the school day, unless otherwise instructed. This does not include KS5 students, however, I ask students to refrain from using their mobile phone when moving around the corridors to act as role models to the rest of the school.

I encourage you all to continue working with the motivation and enthusiasm you have throughout this lockdown and we all look forward to seeing you very soon.

Yours sincerely

Mrs S Howells

**Assistant Headteacher and Head of Sixth Form**

*Be The Best You Can Be*