



04 March 2021

Dear Parents / Carers

Further to our communications last week, I would like to outline more detail regarding your child's return to school in the week beginning 8th March.

I'm sure that most students will be excited about the opportunity to begin lessons in person and see their teachers and friends again; however, we also know that returning to school after any significant time away can bring a range of emotions, including some nerves. Please do reassure them that this is entirely normal and the measures we have in place, including the Lateral Flow Testing, are there to help keep our community as safe as possible; we are very pleased that some 90% of our students are taking part in the voluntary testing. All the planning we have undertaken is based on the latest guidance and advice we have received from Hertfordshire County Council and the Government.

Below, you will find links to all the key documents and information surrounding the return to school. Please take time to review these; we'd be particularly grateful if you could ensure you read the protocols and 'at a glance' guidance with your child in advance of their return to school so that they are fully aware of the expectations on them in this next phase.

Risk Assessment

Please find an updated copy of the school's Risk Assessment [here](#).

Protocols and 'At a Glance'

The revised [Student Protocols](#) document and '[At a Glance](#)' guidance can also be found using the links provided.

Timing for school return

Please find a letter here detailing the specific time slot allocated to your child. You will also receive a Groupcall reminder in advance notifying you of their return time.

[separate letters provided to parents for students being tested / students not being tested]

Questionnaire

Please complete the [short Google Form](#) to provide any feedback on changes in circumstances, the school's risk assessment and raise any concerns you may have.

Face coverings

A reminder that, in line with Government advice, we ask that students wear coverings in lessons where 2 metre social distancing cannot be maintained and bring their own face masks with them.

Communication

We are committed to ensuring our students receive the very best care and guidance and our staff are always here to deal with concerns. However, if you do have a query, please remember the first point of contact should be either your child's form tutor or subject teacher, or alternatively email in to admin@ashlyns.herts.sch.uk, which will help us address and resolve questions when staff are teaching and unavailable. Our guidance on school communication can be found [here](#).

As we all enter this new phase, I'd like to reassure both parents and students that we have carried out extensive planning to ensure a safe, smooth transition back to school. Whilst some students will need some additional support, we should not underestimate the significant efforts they have made with their teachers over the past two months. I cannot wait to have everyone back with us in person again.

Yours sincerely

A handwritten signature in black ink that reads "Shapland". The signature is written in a cursive style with a large, stylized initial 'S'.

James Shapland
Headteacher