



A SCIENCE & ENGINEERING ACADEMY  
& SIXTH FORM

University Technical College Warrington,  
Dallam Lane, Warrington, WA2 7NG

Telephone: 01925 737067

E-mail: [info@utcw.co.uk](mailto:info@utcw.co.uk)

Website: [www.utcw.co.uk](http://www.utcw.co.uk)

Principal & Chief Executive: Mr L Barber

Dear Parent/Carer,

### Phased Reopening of Schools

I hope that you are still managing well during these unusual times. We are now in a position to provide some additional information about how UTC Warrington will reopen and provide some face-to-face contact for Years 10 and 12 with teachers. All arrangements have been made in line with local and national guidance and, of course, prioritise the safety of all our pupils and staff. I would like to encourage all parents, carers, and students to read this letter in full.

All Warrington schools have remained open to priority groups (children of key workers & vulnerable children), as instructed by the Department for Education (DfE). As part of the national social distancing measures to limit the spread of Covid-19, we have had to limit the numbers of students attending educational settings, to ensure that all pupils and staff were safe.

Now, we have been advised by the DfE to arrange for some face-to-face contact for students and teachers, as part of a phased reopening of secondary schools. Please note that this is only for those in **Year 10** and **Year 12**.

The DfE have prioritised these two year groups because students will be sitting their exams next year and the government believes that allowing students to have some face-to-face contact with the teachers before the Summer will be beneficial.

In order to continue to provide a safe learning environment for our students and teachers, we will be limiting the number of students who will be on site at any one time. Therefore, students in Year 10 and Year 12 will be split into small groups of no more than 8 and both year groups will be in school on separate days. It is thought that by limiting the number of pupils on the site, we can reduce class sizes, allowing us to put **protective measures in place to reduce risks**.

### Priority Year Group Return Dates & Information:

#### Year 10:

**Students will be split into four groups. Two groups will be in school on Monday and two groups will be in school on Tuesday.**

On Monday 15<sup>th</sup> June, we will welcome back some of our Year 10 students in group 1 and group 2. Each group will be taught in different classrooms on the 1<sup>st</sup> floor. All students will remain in the classroom and subject teachers will move to the rooms to teach. The limit on student movement around the building will be in place to adhere to social distancing measures and to reduce risks. Groups 3 and 4 will be in school on Tuesday 16<sup>th</sup> June.

We have already contacted parents and we are aware of students who will be attending and those who will not. This has helped us put these protective plans in place.

Half of the year group will attend on Monday and the other half will attend on Tuesday. This means that students will be in the building once per week. For an initial period of 4 weeks, this face-to-face contact will be for core subjects. Optional subjects will continue to be taught virtually through Microsoft Teams. A curriculum plan for continued learning has been attached.



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### Year 12:

**Students will be split into four groups. Two groups will be in school on Thursday and two groups will be in school on Friday.**

On Thursday 18<sup>th</sup> June, we will welcome back some of our Year 12 students in group 1 and group 2. Each group will be taught in different classrooms on the 4<sup>th</sup> floor. All students will remain in the classroom and subject teachers will move to the rooms to teach. The limit on student movement around the building will be in place to adhere to social distancing measures and to reduce risks. Groups 3 and 4 will be in college on Friday 19<sup>th</sup> June. The days which your son/daughter is invited to attend will depend on their subject.

We have already contacted parents and we are aware of students who will be attending and those who will not. This has helped us put these protective plans in place.

Half of the year group will attend on Thursday and the other half will attend on Friday. This means that students will be in the building once per week. Online learning for Year 12 students will continue on Microsoft Teams. A curriculum plan for continued learning has been attached.

**An initial timetable for all Year 10 and 12 students has been included in this letter. A weekly curriculum plan has also been attached for all students and parents, whether studying is taking place at the UTC or at home.**

Guidance from the DfE and Public Health England tells us that it is very important to reduce contact between people as much as possible.

Amongst the measures we have put in place to address this are:

- Frequent hand cleaning and good respiratory hygiene practices in line with Public Health England Guidance.
- Regular cleaning of all areas in school.
- Minimising contact and mixing, with students being placed in small groups or 'bubbles' that they remain in at all times – maximum of 8.
- Groups, rooms, and allocated staff will be consistent.
- Redesigned classrooms to ensure that pupils work at individual desks that are at least 2m apart with personalised resources.
- Shorter day, with staggered breaks and lunch being phased in gradually.
- Students will only be allowed to enter and leave the building at the start and finish of each timetabled day.
- Removed the need for lots of pupils to use corridors and communal areas.
- Parents will be asked to remain in their vehicles if dropping children at the school and not to enter the school premises. This is to further minimise the risk of transmission.
- No visitors will be allowed onto the school premises and parents/visitors should contact the school remotely.
- Uniform should only be worn one day at school and then washed. As blazers/jackets and ties are washed less frequently we are asking that students just wear their standard trousers and school shirt or a plain white shirt with school shoes. This is very important to minimise the risk of spreading infection.



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### Is attendance compulsory?

Children in Year 10 and 12 year groups are encouraged to attend school, unless they are self-isolating or they are clinically vulnerable. **No one with symptoms should attend a setting for any reason. If a child and/or family members suffers symptoms then children should not return to school for 14 days. If someone in their household is extremely clinically vulnerable, children should not attend.**

We have already contacted families in Year 10 and Year 12 to establish whether they intend for their child to attend the face-to-face contact. If you have already told us your child will **NOT** be attending, then a place will not be allocated for them and they should remain at home and continue to work online and access support remotely. Families should notify the UTC as normal if their child should be attending school but is unable to attend. Parents will not be fined for non-attendance at this time and parents will not be penalised if their child does not attend school.

**Children classed as 'clinically extremely vulnerable due to pre existing medical conditions'** have been advised to 'shield' and they should not attend and they should continue to be supported to learn or work at home as much as possible.

**Attendance of 'clinically vulnerable' (but not 'clinically extremely vulnerable')** children are those considered to be at a higher risk of severe illness from coronavirus, parents should follow medical advice if their child is in this category. Please keep school informed.

**Attendance of a child who lives with someone who is 'clinically vulnerable' (but not 'clinically extremely vulnerable'), including those who are pregnant** can attend school (aligned with government guidance).

**Attendance of a child who lives with someone who is 'extremely clinically vulnerable'** are not expected to attend school. They will be supported to learn or work at home.

If you are unsure about this please see the government guidance:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Please also note that a copy of our full risk assessment and procedures in the event of a student or staff member becoming ill can be found on our website.

### School Meals

Initially, we will not be providing a catering service for students on site as they will only be in school for two to three hours. By week two, when we have introduced a small break, students are welcome to bring in their own snacks or packed lunches and we will provide drinks of individual bottled water and designated spaces where they can remain in their groups to eat in a socially distanced environment. All students who are entitled to free school meals are receiving supermarket vouchers and this will continue for the foreseeable future; we will keep this under review and let you know if any changes are introduced for catering arrangements.



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## Future Plans

Current guidance is that school will close for the summer (as previously arranged) on Friday 17<sup>th</sup> July 2020. We have no confirmation yet as to what plans will be for September; this is unknown territory for us all and so at the moment we are just taking small steps to ensure that everyone feels safe and that arrangements are manageable as well as productive. Thank you once again for your patience in understanding that all plans are provisional and subject to change for these reasons.

We will endeavour to keep all parents and carers up to date on the school opening plans and will provide more detail on the management and minimising of risks over the coming weeks, aligned with government guidance.

The Governors and I recognise that current times are causing anxiety for many of you. As always, the safety of all our students and staff is our priority. I hope that parents are reassured by the protective measures that we have put into place to try and ensure the UTC can operate safely. Whilst virtual learning will continue on Microsoft Teams, I hope this initial face-to-face contact goes some way to establish the start of a return to normality. We are looking forward to welcoming more students back to school and all staff are working hard to follow guidance and do the best by your children.

Thank you as always for your ongoing support; please do not hesitate to contact me if you have any further questions or require any further information.

Yours Sincerely

**Amanda Downing**  
Associate Principal



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### Year 10 Timetable – Week 1

#### Monday 15<sup>th</sup> June

	Group 1 – Room 1.02		Group 2 – Room 1.09
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (PRI)
9.45am – 10.30am	English (LGA)	9.45am – 10.30am	Maths (STU)
10.30am – 11.15am	Maths (STU)	10.30am – 11.15am	English (LGA)

#### Tuesday 16<sup>th</sup> June

	Group 3 – Room 1.02		Group 4 – Room 1.09
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (PRI)
9.45am – 10.30am	English (LBR)	9.45am – 10.30am	Maths (SRI)
10.30am – 11.15am	Maths (SRI)	10.30am – 11.15am	English (LBR)

### Year 10 Timetable – Week 2 Onwards

#### Monday 22<sup>nd</sup> June

	Group 1 – Room 1.02		Group 2 – Room 1.09
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (PRI)
9.45am – 10.30am	English (LGA)	9.45am – 10.30am	Maths (STU)
10.30am – 11.15am	Maths (STU)	10.30am – 11.15am	English (LGA)
11.15am – 11.30am	Break	11.15am – 11.30am	Break
11.30am – 12.15pm	Science (DPO)	11.30am – 12.15pm	Science (DTW)

#### Tuesday 23<sup>rd</sup> June

	Group 3 – Room 1.02		Group 4 – Room 1.09
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (PRI)
9.45am – 10.30am	English (LBR)	9.45am – 10.30am	Maths (SRI)
10.30am – 11.15am	Maths (SRI)	10.30am – 11.15am	English (LBR)
11.15am – 11.30am	Break	11.15am – 11.30am	Break
11.30am – 12.15pm	Science (PLE)	11.30am – 12.15pm	Science (MOD)



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### Year 12 Timetable – Week 1

Thursday 18<sup>th</sup> June

	<b>Group 1 – Room 4.09 Eng1 + Maths</b>		<b>Group 2 – Room 4.08 Eng2</b>
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (CHA)
9.45am – 10.30am	Engineering (DOW)	9.45am – 10.30am	Engineering (CHA)
10.30am – 11.15am	Engineering (DOW)	10.30am – 11.15am	Engineering (CHA)

Friday 19<sup>th</sup> June

	<b>Group 3 – Room LRC Applied Science</b>		<b>Group 4 – Room 4.09 Civil Engineering/Art/Maths</b>
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (CHA)
9.45am – 10.30am	Applied Science (DTW)	9.45am – 10.30am	Civil Engineering (NGR)
10.30am – 11.15am	Applied Science (DTW)	10.30am – 11.15am	Civil Engineering (NGR)

### Year 12 Timetable – Week 2 Onwards

Thursday 25<sup>th</sup> June

	<b>Group 1 – Room 4.09 Eng1 + Maths</b>		<b>Group 2 – Room 4.08 Eng2</b>
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (CHA)
9.45am – 10.30am	Engineering (DOW)	9.45am – 10.30am	Engineering (CHA)
10.30am – 11.15am	Engineering (DOW)	10.30am – 11.15am	Engineering (CHA)

Friday 26<sup>th</sup> June

	<b>Group 3 – Room LRC Applied Science</b>		<b>Group 4 – Room 4.09 Civil Engineering/Art/Maths</b>
9.30am – 9.45am	Tutorial (ADO)	9.30am – 9.45am	Tutorial (CHA)
9.45am – 10.30am	Applied Science (DTW)	9.45am – 10.30am	Civil Engineering (NGR)
10.30am – 11.15am	Applied Science (DTW)	10.30am – 11.15am	Civil Engineering (NGR)



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**Attachments**

<i>Year 10 Timetable and Subject Plan</i>	 Year 10 Timetable - Curriculum Plan.pdf
<i>Year 12 Timetable and Subject Plan</i>	 Year 12 Timetable - Curriculum.pdf
<i>UTCW Risk Assessment</i>	 Risk Assessment UTCW.pdf
<i>Student Support Links</i>	 Useful Numbers and Websites.pdf