



**ST CATHERINE'S**  
**COLLEGE**

A CHURCH OF ENGLAND ACADEMY

11 September 2020

# CONTACT



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Preparing students to stand shoulder to shoulder with their peers: locally, nationally and globally.

## WELCOME BACK!

Welcome to the year's first edition of Contact, and a particularly warm welcome from the St Catherine's College community to our new Year 7s and their families. Contact is published on alternate Fridays and reading it is a great way to keep up-to-date with news and events at St Catherine's College.

After twenty-four weeks of lockdown, online learning, and Key Worker provision, St Catherine's College is finally back in full session! It has been an absolute delight and a pleasure to welcome back all of our amazing pupils after such a long period of separation; they all looked so happy. It has been equally wonderful to have been welcoming our new Year 7s. We hope they already feel proud to be part of the St Catherine's College community. We will not forget the look of gratitude on the faces of many parents as they have been dropping off and picking up their children. We are also grateful for your feedback and numerous messages of support.

We are now up and running and it feels terrific to see the School in action after all the preparation, staff training and pupil induction. Of course, there will be much to get used to, with extra hand washing, year group bubbles ('schools'), face masks and sanitiser becoming part of our daily routines.

As the country and the world tries to move on from lockdown, we should pause to thank those who made and continue to make such a difference and to share our sympathy with those families who lost loved ones during this time. By working together and supporting each other, we can all help to ensure that the future is as positive as possible.

Mr Berhane, Headteacher

Mr Jewell, Deputy Headteacher

Mrs Thomas, Deputy Headteacher



# WELCOME YEAR 7



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## PLEASE SEE COVID REMINDERS BELOW AND ON THE NEXT FEW SLIDES

### HAND WASHING

Please support our drive for excellent hand hygiene by encouraging frequent handwashing. Hand sanitiser is available in every classroom; we encourage every student to carry their own sanitiser; and we have installed outdoor sinks and soap dispensers in each "school's" outdoor zone.

### DRINKING WATER

Our old indoor dispensers required a prolonged touch to operate, so we have turned these off. However, all the new outdoor sinks supply drinking water. Hydration is good for learning and health, so we do ask every student to bring a re-usable bottle to school.

### EXTRA CLEANING

Every room is thoroughly cleaned with anti-viral products every day. In addition, we have three full-time members of staff constantly cleaning high-frequency-touch surfaces (eg banisters and door handles) as well as the specialist rooms to which multiple year groups travel. Sanitiser spray and disposable cloths are available in every room if a pupil wishes to give their own table a wipe-down.

### PE AND DANCE CHANGING

A variety of additional control measures mean that we can safely use our changing rooms. Therefore, students should always attend school in full uniform and bring the appropriate kit whenever they have a PE or dance lesson.



## STUDENT SERVICES

Student Services has been reorganised in order to create a student support office within every school. These year offices are home to the Head of Year, the Assistant Head of Year and the link member of the Leadership Team for each year group. The table below identifies these staff for each school.

SCHOOL	ASSISTANT HEAD OF YEAR	HEAD OF YEAR	LEADERSHIP LINK
Year 7	Mrs T Clegg	Mr P Wenham	Mrs S Williams
Year 8	Mrs S Kassar	Mr D Williams	Mrs J Inch
Year 9	Mrs A Poston	Miss N Haggart	Mr N Pittman
Year 10	Mrs L Guy	Mr J Howe	Mr L Watts
Year 11	Mrs L Filsell	Mr P Wenham	Ms K Guppy



We have adjusted the switchboard to assist you in reaching the correct office by phone. The above re-organisation means that it has been necessary to close the parent entrance in Bedewell.



## RECEPTION

Owing to the limited size of our reception, we have had to limit the number of visitors to a maximum of three people. To support this capacity, we are kindly asking that:

- If you need to speak with a member of staff, it will be necessary to make an appointment in advance. Please arrive no earlier than five minutes beforehand.
- While waiting for an appointment or to pick up your child during the day, it may be necessary for us to ask you to wait outside / in your car.
- If you are entering the School properly, we will ask you to complete a Covid questionnaire (including track and trace details) and to check your temperature. The questionnaire will be destroyed after 21 days.
- If you need to drop anything at school (eg, a forgotten packed lunch or PE kit), please do so at main reception owing to the closure of the Bedewell entrance.
- Any Year 8-11 student entering school after 9.00am, eg, after a medical appointment, will do so via main reception. It is mandatory for students to wear a face mask as they enter the School to reach their class. Year 7 should ring the doorbell beside the last door on the carpark side of their Bedewell building.

Please accept our apologies for reception being less comfortable during this pandemic. It has been necessary to put the sofas into storage to facilitate social distancing and extra cleaning. However, we hope that the welcome remains warm.



## FACE MASKS

The school has adopted a mantra for staff and pupil alike: “*out of class, wear a mask!*” This simple, consistent approach helps to keep everyone safe where social distancing is harder to manage. Therefore, in all indoor spaces (eg, corridors, toilets, changing rooms, etc) face masks must be worn.

If you forget your face mask, they are available for sale in Year Group offices and food serving points: 20p for a disposable mask; £1 (or 3 for £2) for a washable fabric mask. Masks purchased at food serving points will be charged to ParentPay. Proceeds from fabric masks will go to charity.

A huge thank you to Liz Foster (Governor), her daughter, Robyn (former pupil), and St Leonard's Makers for NHS and Keyworkers, who have made and donated 500 washable masks to the School! Pictured right are two of our Year 7 students modelling the masks.



## HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

[who.int/epi-win](https://www.who.int/epi-win)

### Do's →



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## FOOD ORDERING

The café is currently offering a limited break and lunch menu. Students can buy food from their year group serving points and any purchases will be charged to ParentPay in the usual way.

To view the menu on our website [CLICK HERE](#).

Students will need to pre-order lunchtime food for the following day by 2.00pm from their year group serving point. It is not necessary to pre-order any breaktime food.

Unfortunately, due to government guidance, we are currently unable to serve breakfast. However, our aim is to introduce this as soon as we can. Please ensure that your child comes to school having had a healthy breakfast so that they are ready for their day at school.







## TRAVELLING TO AND FROM SCHOOL

Please **[CLICK HERE](#)** to for government guidance regarding transport to and from school.

When travelling by bus we ask students to:

- Wear a face covering
- Remain seated
- Where possible keep two metres apart

## ARRIVAL AT SCHOOL

In order to maintain the integrity of our different year group 'schools', we ask that students enter and exit the site via separate entrances. We also ask that the students remain outside of the building at the start of the day until they are requested to line up by their tutors at 8:40am. They will then be escorted into school and tutor time will commence. All year groups have been provided with a covered area in the event of bad weather.

Please see the table on the next slide for the different entry points.



## THE SCHOOL SITE

The college has been split into five different year group 'schools' which will all have different zones.

SCHOOL	ZONE	OUTDOOR SPACE	FOOD SERVICE	TOILETS
<b>Year 7</b>	Bedewell	Outside of Bedewell and the field	Field Marquee	Bedewell
<b>Year 8</b>	Maths/IT area	Key stage 3 playground	Key stage 3 playground marquee	Key Stage 3
<b>Year 9</b>	Humanities area	Conference Suite carpark, previously the Year 7/8 fire evacuation area and rear drive	Café (inside)	Key Stage 3
<b>Year 10</b>	MFL/Art area	Café canopy, previously the Year 9 fire drill area and basketball courts	External Café servery by basketball courts	Key Stage 4
<b>Year 11</b>	English area	Picnic area and behind the gym	Picnic area servery	PE



## TERM DATES

KEY	
Staff training day/INSET day	
Start of term for pupils	
Public holidays	
School holidays	
Week A	

### IMPORTANT DATES FOR YOUR DIARY

24 September 2020 – YEAR 6 VIRTUAL OPEN EVENING

2 November 2020 – INSET DAY

4 December 2020 – SCHOOL CLOSED

	SEPTEMBER 2020					OCTOBER 2020					NOVEMBER 2020					DECEMBER 2020					
	A	B	A	B	A	A	B	A	B	H	A	B	A	B	A	A	B	A	H	H	
Monday		7	14	21	28		5	12	19	26	2	9	16	23	30		7	14	21	28	
Tuesday	1	8	15	22	29		6	13	20	27	3	10	17	24		1	8	15	22	29	
Wednesday	2	9	16	23	30		7	14	21	28	4	11	18	25		2	9	16	23	30	
Thursday	3	10	17	24		1	8	15	22	29	5	12	19	26		3	10	17	24	31	
Friday	4	11	18	25		2	9	16	23	30	6	13	20	27		4	11	18	25		
Saturday	5	12	19	26		3	10	17	24	31	7	14	21	28		5	12	19	26		
Sunday	6	13	20	27		4	11	18	25		1	8	15	22	29		6	13	20	27	
	JANUARY 2021					FEBRUARY 2021					MARCH 2021					APRIL 2021					
	B	A	B	A		B	A	H	B		A	B	A	B	A	A	H	H	B	A	
Monday	4	11	18	25		1	8	15	22		1	8	15	22	29		5	12	19	26	
Tuesday	5	12	19	26		2	9	16	23		2	9	16	23	30		6	13	20	27	
Wednesday	6	13	20	27		3	10	17	24		3	10	17	24	31		7	14	21	28	
Thursday	7	14	21	28		4	11	18	25		4	11	18	25		1	8	15	22	29	
Friday	1	8	15	22	29	5	12	19	26		5	12	19	26		2	9	16	23	30	
Saturday	2	9	16	23	30	6	13	20	27		6	13	20	27		3	10	17	24		
Sunday	3	10	17	24	31	7	14	21	28		7	14	21	28		4	11	18	25		
	MAY 2021					JUNE 2021					JULY 2021					AUGUST 2021					
	B	A	B	A	H	H	B	A	B	A	A	B	A	B	H	H	H	H	H	H	
Monday	3	10	17	24	31		7	14	21	28		5	12	19	26		2	9	16	23	30
Tuesday	4	11	18	25		1	8	15	22	29		6	13	20	27		3	10	17	24	31
Wednesday	5	12	19	26		2	9	16	23	30		7	14	21	28		4	11	18	25	
Thursday	6	13	20	27		3	10	17	24		1	8	15	22	29		5	12	19	26	
Friday	7	14	21	28		4	11	18	25		2	9	16	23	30		6	13	20	27	
Saturday	1	8	15	22	29	5	12	19	26		3	10	17	24	31		7	14	21	28	
Sunday	2	9	16	23	30	6	13	20	27		4	11	18	25		1	8	15	22	29	



## WHO SHOULD I CONTACT?

### General Enquiries

Email: [admin@stcatherines.college](mailto:admin@stcatherines.college)

Telephone: (01323) 465400

### The Attendance Team (to report absence)

Email: [attendance@stcatherines.college](mailto:attendance@stcatherines.college)

Telephone: (01323) 465439

### Student Services

Email: [studentservices@stcatherines.college](mailto:studentservices@stcatherines.college)

Telephone: (01323) 465476

### An Individual teacher (first contact for academic matters)

Your child's tutor (first contact for pastoral matters)

Email: please [CLICK HERE](#) to look up individual contact details

### Safeguarding and Child Protection (first contact for welfare concerns)

Email: [kguppy@stcatherines.college](mailto:kguppy@stcatherines.college)

Telephone: (01323) 465438 or via the switchboard (01323) 465400

We like to share and celebrate good news; promoting the many achievements of pupils from our college. Please do not hesitate to contact us with details of these stories via the general enquiries contacts above.

Occasionally things do go wrong in schools and, if this is the case, we are committed to resolving problems swiftly. However, if an issue is not resolved to your satisfaction, our complaints policy can be accessed on our website [CLICK HERE](#)

