



# CANSFIELD

ACHIEVING EXCELLENCE TOGETHER

17<sup>th</sup> June 2020

Dear parents and carers,

Thank you for completing the Masterclass request form on Survey Monkey. We have been waiting for final confirmation that the school could open from Wigan Local Authority, which came at the end of last week and we have since been finalising plans for how the return will work. Attached to this letter you will find an individual timetable for your child that gives dates for each session that you have requested. Below are some of the key things that you need to know in advance of the sessions:

- All students should bring a pen and pencil, a calculator for the Maths session if they have one, something to eat during break and a bottle of water.
- Students should wear their home clothes for all sessions.
- Sessions will run from 9 to 12. We would ask that students arrive from 8.50 at the bottom gate that they would normally enter school through. On arrival they will be admitted into the old DT block and sent to the room that they will be working in during the Masterclass. At the end of the session students will be dismissed in a staggered manner and we would ask that they disperse as quickly as they can and do not congregate at the school gate.
- The Masterclass sessions will include a variety of activities to keep students engaged and will have two particular aims: to consolidate work completed to date and to ensure that all students leave with a clear understanding of what they should be doing to prepare for that subject area over the remaining weeks of term.
- While I do not foresee any issues, it is worth mentioning that if students do struggle to follow the reasonable and necessary instructions from staff then parents will be contacted and the student will be sent home.

### **Managing risk during the Masterclasses**

Over the last few weeks I have discussed health and safety concerns that many of you have had. Our key aim has been to minimise any risk of attending school during the Coronavirus pandemic and we have put a number of measures in place to keep students and staff safe. These include:

- By having the sessions run from 9-12 we have eliminated some of the most challenging issues around movement in school, use of the canteen etc. Students will enter a single block of the school, stay in a single room with one teacher and work alongside a small number of students (classes will have no more than 15 students).
- On entering the school all students and staff will have their temperatures checked and any with a high temperature (37.8 degrees or above) will be sent home.

Headteacher: [Dr G Baker](#)

Cansfield, Old Road, Ashton-in-Makerfield, Wigan. WN4 9TP

Telephone: [01942 727391](tel:01942727391)

email: [enquiries@admin.cansfield.wigan.sch.uk](mailto:enquiries@admin.cansfield.wigan.sch.uk) web: [www.cansfield.wigan.sch.uk](http://www.cansfield.wigan.sch.uk)

- All students and staff entering the school will sanitize their hands with medically approved hand sanitizer.
- Students and staff will only leave a classroom to go to the toilet in the same block as the classroom. Again, anyone going to the toilet will be provided with hand sanitizer by senior staff to ensure that no germs are spread.
- If a student becomes ill during the Masterclass session, they will be moved into a separate room to await collection.
- We have Covid-19 emergency cleaning packs at the ready if they are deemed necessary for whatever reason.
- Every room will be deep cleaned each evening and the toilets in the block will be regularly cleaned to ensure that the highest standards of hygiene are adhered to.
- The journey to and from school is not something that we can control as a school, but we would recommend that students walk or are dropped off. If they must travel by public transport, we would encourage them to wear face masks as per recent Government guidance.

I realise that this approach may seem to be overkill, but we want to ensure that we have minimised any risk as much as we are able to. Ultimately, we are just looking forward to welcoming your children back to school and opening up our school as fully as we can in accordance with Government guidance. If you have any questions in the meantime, please do not hesitate to contact me and I am very happy to provide further information or discuss any concerns or queries you may have. As always I can be contacted by ringing into school or through email at [g.baker@cansfield.wigan.sch.uk](mailto:g.baker@cansfield.wigan.sch.uk).

Best wishes,



Geoff Baker,  
Headteacher.