

28<sup>th</sup> August 2020

Dear Parent/Carer,

Firstly, I hope that you and your families are well. Secondly, I would like to tell you how pleased I am that your son/daughter is either joining us in September or is continuing their studies with us. Joseph Chamberlain College is a great choice for your son/daughter and I promise you that we will do our very best with them during their time with us.

As we are about to start the new academic year, I would like to give you some important information about how things will work.

### **Enrolment**

Enrolment has now taken place. If your son/daughter is a new student, they enrolled with us last week in person. If they are a student who was here last year, enrolment was done either on the telephone or automatically by us.

### **Teaching Next Year**

Because of Covid, we cannot have all students in the building at the same time. We will therefore be using what we call **blended learning**. This means that your son/daughter will be in college one week, then be taught online the next week. We will allocate each student to one of two groups – **P Group or Q Group** – and they will be told which group they are in next week.

In the first half-term, P Group Students will attend college for two days w/c 14<sup>th</sup> September, then full weeks on w/c 21<sup>st</sup> September, 5<sup>th</sup> October, then two days w/c 19<sup>th</sup> October. Q Group Students will attend college for two days w/c 14<sup>th</sup> October, then full weeks on w/c 28<sup>th</sup> September, 12<sup>th</sup> October, then two days w/c 19<sup>th</sup> October.

When students are not in college, they will have lots of work to do at home and teachers will be checking this every day. They will use *Google Classroom* software for their online learning.

### **Key Dates**

- Your son/daughter will collect their timetable and ID card from college on **Wednesday 9<sup>th</sup> September**.
- They will then attend one induction/welcome day on either **Thursday 10<sup>th</sup>** or **Friday 11<sup>th</sup> September**.
- Teaching starts on **Monday 14<sup>th</sup> September** and the rota of P and Q Groups will start
- October half-term is the week beginning **19<sup>th</sup> October**

### **Covid Measures**

We have put in lots of measures that make the College a safe place. These include:

- All students will wear masks in corridors and communal areas
- We have handwashing stations that everyone must use on entry to the College
- We have hand-gel throughout the building for people to use
- Classrooms and IT rooms have been arranged to ensure social distancing
- All students will use antibacterial wipes to clean their desks and chairs before lessons
- We have employed double the number of cleaners throughout the day
- Anyone with symptoms will have to stay at home
- We will keep training all staff and students about the importance of social distancing and washing hands
- We have two onsite college nurses to help with test and tracing
- Our detailed risk assessment has been approved by health and safety experts

I hope that this reassures you that we are taking the health and safety of your sons and daughters very seriously.

### **Contacting Us**

If you have any questions at all, you can email us at [studentservices@jcc.ac.uk](mailto:studentservices@jcc.ac.uk) or you can call 0121 446 2218. Alternatively, your first point of contact will be your son or daughter's Personal Progress Tutor. You will find out who this is when your son/daughter collects their timetable next week, as it will be written on that.

### **Finally**

On a final note, I would just like to say that, whilst this year may be different in so many ways, I know that, if we all work together with your son or daughter, they have every chance of being very successful here. They are studying at one of the highest performing colleges in the country and we will do our best to make sure that they can fulfil or their potential and aspirations for their future.

With my very best wishes,



Tony Day

Principal