



Tuesday 1st December 2020

Dear Parent/Carer

We are looking forward to welcoming the Sixth Form back into school tomorrow and hope they are also looking forward to being back in school.

We have made some adjustments to Sixth Form expectations going forwards which I wanted to make you aware of; these will also be shared with the students via assembly in the morning. Please find these adjustments outlined below:

- Students will only be in for lessons – they will sign in for their first lesson of the day and go as soon as all of their lessons have been taught. They should only attend tutor time if they have a lesson period 1.
- Students must wear a mask in tutor time and/or if they have lessons with the other year group, e.g. Performing Arts and Sports Science. Seating plans are being adjusting to facilitate this.
- Year 12 will have access to the Common Room and the Study Room before school, at break time and during their directed study lessons that are sandwiched between their taught lessons. They must sign in and out on the provided sheets in the Common Room.
- Year 13 will have access to the Canteen and the Vicinity before school, at break time and during their directed study lessons that are sandwiched between their taught lessons. They must sign in and out on the provided sheets in the Vicinity.
- All of Year 12 are to go home at the end of period 4 – this is to facilitate lessons moving to Zoom for period 5 until the end of term. We will review and re-advise for the start of the Spring Term.
- For Year 12 leaving at the end of period 4 they are free to go without signing out to reduce the queuing time in the Common Room. All students (both Years 12 and 13) are expected to sign in and out at all other times.
- All of Year 13 are to attend period 5 lessons as normal.
- For those students in Year 13 with a lesson period 5 they are to go to the room for this lesson to have their lunch.
- If a Sixth Form student needs to purchase/order food from the Canteen then they must do this before school or at break in order to collect before the lunch break.
- If any student has to remain on site outside of their allocated finishing time then they must inform Mrs Henderson in the Sixth Form Office so we know they are on site.
- Any Year 13 students needing to speak to a member of the Sixth Form Team in the Sixth Form Office can access the office after the end of period 4 once Year 12 have gone home.

Unfortunately we do have a number of teachers who are currently ill or having to self-isolate and therefore students who have the lessons listed below **on Wednesday 2nd December only** are to attend for the first lesson of their other timetabled lessons, leave at the end of their last timetabled lesson or not attend at all.

- Mrs Stuart – 13B Biology (Period 1)
- Mr Uddin – 12A BTEC Sports Science (Period 2)
- Mrs Govender – 12A Maths (Period 2)
- Mr Taylor – 12A PE (Period 2)
- Mr Uddin – 12C BTEC Sports Science (Period 3)
- Mrs Stuart – 12C Biology (Period 3)
- Mr Dimos – 12C Maths (Period 3)
- Mr Goodyear – 12C Further Maths (Period 3)
- Mr Smith – 12B Maths Core (Period 4)

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 [mark_rutherford](https://twitter.com/mark_rutherford)

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MARK RUTHERFORD SCHOOL

- Mr Abban – 13A Maths (Period 4)
- Mr Taylor – 13A PE (Period 4)
- Mr Abban – 13D Further Maths (Period 5)

We will endeavour to communicate the afternoon before, for the next day, where any first lessons for students are affected by a planned teacher absence.

Those students who **are not** due to be in school for tutor time tomorrow morning are however, expected to attend a virtual assembly starting at 8.35am prompt on Zoom – I include the link below:

<https://zoom.us/j/7414970588>

Finally, we would appreciate students leaving the site promptly to reduce the volume of students in school. If there are specific reasons why a student needs to remain on site, to include there being transport issues, then please contact the Sixth Form Team via our email address (sixth.form@mrus.co.uk). Alternatively, students need to speak to a member of the Sixth Form Team when they are back in school.

We apologise for any inconvenience this causes and thank you for your understanding in such challenging times.

Yours sincerely,

Mrs K Foster
Deputy Headteacher and Director of Sixth Form

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