

Date: 11th August 2020

Dear Parent/Guardian,

I wrote to you at the start of the holidays to inform you that Al Ain English Speaking School would open in full for all year groups on the 30th August 2020. As we continue to receive updates to policy and procedure, I wanted to share with you the key points and changes that will occur in the new academic year, as things will be different and over the course of time, may change.

Please take time to read this carefully as there is quite a lot of information to absorb.

School Timings and Entering & Exiting the School:

The school gates will open from 0700hr and the school day will start at 0745hr. A staggered entry will be in operation dependent on year groups. Where there is more than one child in a family across the year groups, one of the scheduled times can be used for all children. The school will finish at 1420hr and a staggered exit will also be in operation until 1520hr. Children will remain in their final classroom with their teacher until their dismissal time where they will be encouraged to complete any homework that they have been set. To comply with ADEK, there will be no ECAs so it is important that students are picked up at the given time.

Please note that the Nursery will be closed at 1230hr. Pick up will start at 1215hr.

There will be a separate entrance and exit for Year 2, Year 1, FS2 and Nursery children, and a separate entrance and exit point for all others. The entry gates and times for both Primary and Secondary students are as per the tables below.

Primary Entry and Exit gates and times

Year Groups	Entry/Exit Gate	Entry Times	Exit Times
Nursery	Gate A	7.30 am – 7.45 am	12.15 pm – 12.30 pm
All Bus students	Bus Gate	7.30 am – 7.45 am	2.20 pm – 2.35 pm
FS 2	Gate A	7.30 am – 7.45 am	2.20 pm – 2.35 pm
Year 1	Gate A	7.15 am – 7.30 am	2.35 pm – 2.50 pm
Year 2	Gate A	7.00 am – 7.15 am	2.35 pm – 2.50 pm
Year 3 and Year 4	Gate B	7.30 am – 7.45 am	2.35 pm – 2.50 pm
Year 5 and Year 6	Gate B	7.15 am – 7.30 am	2.50 pm – 3.05 pm

Secondary Entry and Exit gates and times

Year Groups	Entry/Exit Gate	Entry Times	Exit Times
All Bus students	Bus Gate	7:00 am – 7:45 am	2:20 pm - 2:35 pm
Year 7 and Year 11	Gate B	7:00 am – 7:15 am	2:35 pm - 2:50 pm
Year 9 and Year 12	Gate B	7:15 am– 7:30 am	2:50 pm - 3:05 pm
Year 8, Year 10, and Year 13	Gate B	7:30 am – 7:45 am	3:05 pm - 3:20 pm

There will be temperature screening for all who enter the school grounds and anyone with a temperature above 37 degrees, will be immediately isolated and will be sent home. Likewise, anyone exhibiting any Covid-19 symptoms must not come to school and seek medical advice. Students will be screened at the entrance and their registration will also be checked. Students that have not registered or who exhibit signs of illness or a temperature will be isolated and sent home immediately.

All students from the age of 6 years old must wear a face mask to enter the school and must bring a second face mask to change into after lunchtime, and a spare mask in case one is lost or broken. Gloves are not necessary. Masks will remain on at all times except for lunch.

To comply with ADEK policy, only school children and staff will be allowed onto the school's grounds.

In the 1st week, there will be a staggered return. More details to follow.

Secondary School

All students will report to school on Sunday 30th August.

School Bags:

Please note that there are additional new rules from ADEK regarding school bags. A weighing station will be placed at the entrance points and students will be encouraged to check their bag weights against the following criteria.

Please refer to the following table and weigh your child's bag before they enter the school:

Year Group	Max Weight (KG)
FS2	2.2
Year 1	2.4
Year 2	2.6
Year 3	3.0
Year 4	3.4
Year 5	3.8
Year 6	4.1
Year 7	4.5
Year 8	5.0
Year 9	5.8
Year 10	6.5
Year 11	7.3

Students will be encouraged to wear their backpacks with both straps and will be given further information on the health and safety of carrying their bags.

Nursery, FS and Year 1 School Day:

Due to the young age of the children in the lower school a decision has been made to teach these children in 'Bubbles'. A 'Bubble' is a small group of children who can interact and work with each in a very small group. The bubble will stay as one during the school day and will not physically interact with any other persons other than their teacher. We have a unique system in place for these bubbles so children will get a consistent educational provision from their class teacher, supported by their LSA. A Perspex screen will divide the class into two as permitted by ADEK, allowing two bubbles to be separated but allowing the children to see their peers. Each bubble will have its own separate entrance and exit and the bubbles will not interact physically with each other during the day.

Children will be supplied with their own equipment which will be stored in a sealed poly-pocket. It will remain in the classroom at all times. To comply with ADEK guidelines, no material will be given to take home.

Parents of these children will be allowed onto the school grounds to drop off and collect their children, but to comply with the regulations, only one parent wearing a mask may enter for a maximum of 10 minutes. A dedicated entrance will be made for this group of children and their parents.

Year 2, 3, 4, 5 & 6:

These children will be taught in groups of approximately 15 in a class, and will predominantly remain in their class all day. Some classes may be bigger or smaller depending on the size of the class, but all students will be spaced a minimum of 1.5 metres apart. Like the children taught in bubbles, they will get a continued educational provision from their class teacher and LSA. Like all year groups, break times and lunch times will be staggered to ensure minimum crossover with other children and staff. Students will be provided with equipment which will be stored in a poly-pocket in the classroom. No materials will be sent home.

Secondary Students:

Like the Primary students, Secondary students will be taught in one class as much as possible. Year 7 and Year 8 will have all their lessons taught in forms with the exception of the MOE subjects. For their option subjects (Year 9-13) and for specialist subjects like Science for example, the students will need to move to these classes. All Year groups however are arranged in classroom clusters so movement will be restricted to these rooms only or to specialist rooms. Students will need to supply themselves with writing equipment, rulers etc. We encourage students to bring their own writing pads; they can record their work for several subjects here and re-organise these into files at home, instead of carrying several books in their bags. We will provide student training on how to manage this process. Students will receive their text books for particular subjects which they will use at home for homework and study only.

We recommend students bring a fully charged device that they can work on during the day, where they can submit their work electronically to the teacher. We believe an ipad, keyboard and an iPad pencil is the best solution that allows the students to work across all the subjects, but a laptop or Chromebook would suffice for most of the time. Please note that children will not be penalised in their learning if they do not have a device, but we strongly recommend that students do bring something during these times.

The Curriculum:

All subjects will continue to be offered with the exception of PE. PE is not permitted in schools at this time but there will be videos made by the PE staff for the children to access at home. We encourage that these are followed to ensure the good health of the children. In the first week, the focus will be on teaching students the processes on how to maintain safe practice and understand the new practices and procedures. Following this week, the curriculum will be delivered in full.

Distance Learning Option:

At this time, parents may opt for their children to remain at home and continue with distance learning; we thank parents for submitting their preferences for this in the recent survey. In most cases, the lessons will be live and will take place using our Google Classroom platform.

Distance learning continues for students whose parents have opted for a distance learning programme instead of an in-class provision. Please be assured if you have opted for distance learning your child will receive the same lesson input and support as the students who are in school. Our focus and commitment will be on those learning at home as much as those in school. Your child will have a much greater live input than with the previous provision, as each core lesson will be broadcast with specific tasks given to home learners.

Work for children at home will both be set and returned for marking through the Google Classroom platform. Specific and important information regarding the on – line provision as well as the necessary login details will be shared with you in due course.

Teachers will teach children that attend school physically, in front of a camera, where all materials will be accessible on Google Classrooms. Students that remain at home will be able to join in these lessons as they take place. Students that opt for distance learning who then wish to return to school full time, will only be able to do so if space is available in the class at this time.

Break and Lunch times:

The canteen will be closed during this time

Break times and lunch times will be staggered throughout the day. No ball games will be allowed and there will be clearly designated areas marked out to ensure social distancing of the children.

The sports field will be open but only for those children that wish to do exercise through walking. Like all areas at break times, this will be supervised with markings identifying social distancing.

As the canteen will not be in service, we ask that all students are provided with a packed lunch each day. Please note that nuts of any kind are not permitted in the school to safeguard children with nut allergies.

All students will eat their lunch in the class they find themselves in at this time. Classes will then be cleaned before the next session.

Please note that all of the content in this letter is subject to change and any changes will be announced accordingly.

It is clear that school will look and feel very different to us all on the 30th of August, and as we continue to prepare, I can assure you that it will feel like the start of a new school for all of us.

If you have any additional questions, please do not hesitate to contact us here at the school. Please also keep an eye on our website, as we are making virtual 'walk through' videos to assist parents and students alike on what to expect on this first day. Likewise, we will post a FAQ page to hopefully help you navigate further through these unusual times.

I foresee many changes still to come as government policies may change, and indeed, we evaluate and fine tune our own systems to ensure safety and efficiency at all times.

Likewise, I would be foolish to think this will be a smooth ride as we are all unsure of how this will end and conclude. Whilst we have and will continue to work hard to ensure a perfect return, there will be bumps. The systems will be organic, and we will all learn and adapt accordingly.

I thank you in advance for your understanding and I thank you all for your continued loyalty and belief in Al Ain English Speaking School.

Yours sincerely,



Andrew Thomas B. Ed (Hons) M.Phil NPQH
Principal