

15 December 2021

Dear Parent/Carer

Phased Return to College in January and Timings of the College Day

As you may have seen in the media, secondary schools have been asked by the Department of Education and Public Health to offer all students one onsite COVID-19 test in January, prior to students returning to school for the Spring Term. We therefore need to have a phased return for students, similar to the arrangements in September 2021. However, in order to minimise disruption and allow students to return to lessons as soon as possible, the testing will take place over only 2 days.

The testing window for each year group is given below. Please study this carefully, in order that you are clear on the schedule for your child(ren). **You must book an appointment slot for your child – booking instructions are enclosed.**

Students do not need to wear school uniform when attending College for their test. Years 7-11 will take the test the day **before** returning to lessons.

Post-16 students will remain in College and attend lessons immediately after their test. ALL post-16 students (including those who are not taking a test) should attend p.2 onwards on Wednesday 5 January 2022.

Date	LFD Testing	Online learning	Face to Face Lessons
Staff Inset Day			
Wednesday 5 January	Years 12 & 13 0845-1015 (by appointment)	Years 7 - 11	Years 12 & 13 Period 2 onwards
	Years 10 & 11 1030-1615 (by appointment)		
Thursday 6 January	Years 7 – 9 0845-1630 (by appointment)	Year 7 - 9	Years 10 & 11
Friday 7 January			All year groups

Whilst testing is not compulsory, we are hoping that you will support us in Asymptomatic Testing to ensure that all students and staff can return to College safely. Please note that the Asymptomatic tests which will be carried out in January in College will be nasal tests only and are called Orient Gene Lateral Flow Tests.

What do I need to do now?

Book a test appointment via SchoolCloud (instructions enclosed). Should you have any difficulties booking a test, or be unable to secure a slot, please email covidtesting@helston.cornwall.sch.uk.

What happens on the day of the test?

Your child should attend their appointment 5 minutes before the scheduled time. Students should arrive through the Visitor Car Park, where they will be directed to the Sports Hall. We encourage parents/carers to drop students at the College and wait to take them home immediately after their test. We will contact anyone who tests positive and your child should receive notification of their test result within 24 hours from the NHS.

Those taking the test will be supervised by trained staff. We can also offer additional support for any students with an EHCP or who have any anxiety about the testing.

How will my child be taught while at home?

Students will be set online learning via Google Classroom, as per the schedule above. Guidance for accessing online learning can be found on our website. **Please note that students must enter the relevant Google Classroom for the subject on their timetable and then click on the 'Classwork' tab to access the relevant learning materials.**

[RemoteEdProvision.pdf \(helston.cornwall.sch.uk\)](#)

What if my child has had a positive PCR test result for COVID-19 within the 90 days prior to their test?

Students who have tested positive on a PCR test within 90 days of their scheduled test date above **do not** need to take part in this round of onsite testing. Should you book an appointment and your child subsequently tests positive, please cancel your appointment as per the instructions on the guidance sheet.

What else is the College doing to reduce the risk of COVID-19 transmission?

The College continues to make every effort to reduce the spread of COVID-19 onsite. This includes:

- the wearing of facemasks in communal areas.
- Ventilation of all classrooms.
- The regular cleaning of surfaces throughout the day.
- Regular hand sanitising, including upon entry to the building.
- Encouraging home testing twice weekly.

What if I have any questions about the testing or COVID-19 measures at the College?

Please email your enquiry to covidtesting@helston.cornwall.sch.uk.

TIMINGS OF THE COLLEGE DAY

From the beginning of the Spring Term we will be adjusting the timings of our college day by 5 minutes. The new timings are below. The transition between lessons 2 and 3 will be shortened and the college day will end slightly earlier. This marks a return to the college day as it was prior to the pandemic. We are able to do this because of other control measures now in place. School buses are unaffected and staff will remain in College at the end of the day, to support students as needed.

Tutorial/Assembly	08:45 – 09:10
Period 1	09:10 – 10:25
Break	10:25 – 10:40
Period 2	10:40 – 11:55
Changeover	11:55 – 12:00
Period 3	12:00 – 13:15
Lunch	13:15 – 13:55
Period 4	13:55 – 15:10

SUPPORT OVER THE CHRISTMAS BREAK

We hope you have a peaceful and restful Christmas. However, after a difficult year, we understand that for some people, the Christmas period may bring additional challenges and stresses. With that in mind, enclosed is a list of support agencies available in our area, should this be of use.

GETTING THE BASICS RIGHT

We thank you for your ongoing support of our policies and your child. We ask that all students return in January by getting the basics right, allowing us to focus on their learning and progress.

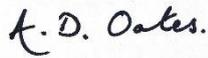
Uniform – a reminder that the College permits students to wear a single stud in each earlobe and a nose stud, if they wish. No other piercings are permitted. Hairstyles which include hair dye of a non-natural colour, or any form of pattern shaved into the hair, are not permitted. Full details of our uniform policy can be found on our website. At present, students should also bring their own reusable facemask to College every day.

Mobile telephones - are not to be visible during the college day. In an age of continual access to the Internet and social media, it is important that young people have a safe space away from this, as well as allowing them to focus on their learning and social skills. Mobile phones visible in College will be confiscated.

Medication - if your child requires medication (including paracetamol) during the college day, parents/carers must complete a form to authorise this. Please contact Reception if you require this. Students are not permitted to carry medication about their person, unless this is a prescribed inhaler or emergency medication of which the College is aware.

We wish you a happy and restful Christmas and look forward to welcoming students back refreshed in the New Year.

Yours faithfully

A handwritten signature in black ink that reads "A. D. Oates." The signature is written in a cursive style with a clear, legible font.

Mr Andrew Oates
Senior Assistant Headteacher



Parent / Carer Guide to Booking Lateral Flow Tests, January 2022

Browse to <https://helston.schoolcloud.co.uk>

Please follow the instructions below to book a Lateral Flow Covid Test slot for your child, prior to their return to College in January.

Helston Community College

SchoolCloud

Welcome to the Helston Community College booking system. Bookings can be amended via a link from the email confirmation - please ensure your email address is correct.

Your Details

Title First Name Surname

Email Confirm Email

Student's Details

First Name Surname Date of Birth

Step 1: Log in

Fill out the details on the login page then click the *Log In* button.

Confirmation of your child's Lateral Flow Covid Test time will be sent to the email address you provide.

KS3 Lateral Flow Testing

Please book a Lateral Flow Test slot for your child prior to their return to College. KS3 students should return to College on Friday 7th January, provided they test negative. If you have booked a test slot for your child and they then have Covid over the holiday, please could you cancel the test appointment. Please email any queries to covidtesting@helston.cornwall.sch.uk.

Click a date to continue

Thursday, 6th January
Open for bookings >

[I'm unable to attend](#)

Step 2: Select the date

Click on the date shown. Each Key Stage will have different date available to them for Lateral Flow Covid Testing.

Choose Teachers

Select the teachers you wish to see, then click below to continue.

[Unselect All](#)

<input checked="" type="checkbox"/> L Supervisor 1 KS3 LFT 1	<input checked="" type="checkbox"/> L Supervisor 2 KS3 LFT 2	<input checked="" type="checkbox"/> L Supervisor 3 KS3 LFT 3
<input checked="" type="checkbox"/> L Supervisor 4 KS3 LFT 4	<input checked="" type="checkbox"/> L Supervisor 5 KS3 LFT 5	<input checked="" type="checkbox"/> L Supervisor 6 KS3 LFT 6
<input checked="" type="checkbox"/> L Supervisor 7 KS3 LFT 7	<input checked="" type="checkbox"/> L Supervisor 8 KS3 LFT 8	<input checked="" type="checkbox"/> L Supervisor 9 KS3 LFT 9

[Add a Teacher](#)

[Back](#)

Step 3: Choose the test slots

In order to have the greatest possible choice of test times, ensure that all nine Lateral Flow Test (LFT) slots are ticked. If they are not, click *Select All*.

 Helston Community College

	L Supervisor 1 KS3 LFT 1	L Supervisor 2 KS3 LFT 2
	[Grey Box]	[Grey Box]
	✓	✓
08:45	+	+
08:50	+	+
08:55		
09:00	+	+
09:05	+	+
09:10		

Step 4: Book a test slot

Click one of the green cells to select a test time. Grey cells are unavailable.

A blue cell will signify where you have chosen your child's test time.

To change the selected time, delete by hovering over the blue box and clicking *Delete*. Then choose an alternative time.

You will only be able to book one test slot per child.

	L Supervisor 1 KS3 LFT 1	L Supervisor 2 KS3 LFT 2
	[Grey Box]	[Grey Box]
	✓	✓
08:45	✓	
08:50		

Step 5: Finished

When you have finished, press *click here* in the alert box at the top of the page to finish the booking process.

You will now be on the My Bookings page where you will see confirmation of your child's arrival time for their Lateral Flow Covid Test. A confirmation email will be sent if you have provided an email address. To change your booking, click on *Amend Bookings*.

If your child subsequently tests positive for Covid during the holidays please could we ask that you log in and cancel the appointment.

Please contact covidtesting@helston.cornwall.sch.uk for assistance, if you have any queries or if you are unable to book an appointment.

Finished - Appointments Saved

✓ Your appointments have been saved and an email will be sent confirming your appointments.
[Click here to view/print your appointments.](#)

KS3 Lateral Flow Testing Thursday, 6th January

1 appointment from 08:45 to 08:50

[Print](#) [Amend Bookings](#) [Subscribe to Calendar](#)

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	Teacher	Student	Subject
08:45	L Supervisor 1	[Grey Box]	KS3 LFT 1

Sources of Support in Cornwall

A good starting point for support is the Early Help Hub. You can find a list of the different support services they offer at [Early help - Cornwall Council](#)

Your GP will also be able to signpost you to specific support that may help.

If at any time you feel that someone is at risk of immediate harm, you should contact the **Multi-Agency Referral Unit** on **0300 123 1116** or the Emergency Services on 101/999.

For specific support, you may find the below useful:

Need	Agency	Contact
Emotional Wellbeing/Mental Health	Kooth	http://www.kooth.com/ http://www.xenzone.com/
	NHS Mental Health Helpline	Mental Health Helpline for Urgent Help - NHS (www.nhs.uk)
	Child Adolescent Mental health Service (CAMHS)	CAMHS Cornwall Partnership NHS Foundation Trust (cornwallft.nhs.uk)
	Young Minds	YoungMinds Mental Health Charity For Children And Young People YoungMinds
	Cornwall Minds	Welcome to Cornwall Mind - Cornwall Mind
Bereavement	Penhaligon's Friends	Penhaligons Friends - A Cornish charity supporting bereaved children & young people
COVID-19	NHS	Coronavirus (COVID-19) - NHS (www.nhs.uk)
Drug/Alcohol Misuse	YZUP	Young We Are With You (Formerly AddAction) – YZUP UK-Rehab [Oct 2021]