

Weekly Bulletin 6 Nov. 2020



Dear parents and carers,

We hope you and your families are well and that you managed to have some quality time together during the half term break. As we begin a second national lockdown this week, we would ask that you do take the time to read the whole school letter, also sent out today, which outlines key information about the impact of the revised guidance to reduce the spread of coronavirus in school.

Our priority as always, is to keep all members of the school community safe and we welcome your feedback.

At the core of our Christ centred community are key gospel values. We are reminded particularly at this time of the importance of being kind to one another as we continue to navigate uncertainty. This is beautifully captured in the words of Saint Madeleine Sophie Barat - "Your example, even more than your words, will be an eloquent lesson to the world."

With Prayers and Best Wishes

Mrs M Doyle & Mrs S O'Donovan
Headteacher Associate Headteacher

Prayer & Worship at Sacred Heart

Our Prayer theme this week is 'Remembering those who have died in war'.

During this month of November, in addition to remembering our deceased veterans, we remember all of our loved ones who have passed away. Students and staff have been compiling the names of those whom they would like remembered and prayed for. These names are being added to a Book of Remembrance that will be the focus of our Community Prayer this month.

If you would like us to include loved ones in this Act of Remembrance, please email Mrs Lorenzato – vlorenzato@sacredh.lbhf.sch.uk



AT THE GOING DOWN OF THE SUN
AND IN THE MORNING, WE SHALL
REMEMBER THEM

Dealing with Absence – a plea for your help!



As a school we rely on the cooperation of parents to support their daughter's safety. If you don't call us, we must call you and **at the moment we are sometimes having to make a high number of calls, day after day, just to locate children.**

If notification of absence isn't received, the school office is required to contact the parents to ascertain the reasons. Please can parents and carers help us whenever your daughter is absent from school by **contacting the school by 9am on each day of the absence.**

You can report your daughter absent by emailing or telephoning:

absent@sacredh.lbhf.sch.uk
or admin@sacredh.lbhf.sch.uk

020 8748 7600 Ext. 217 to leave a message

When reporting the absence **please give your daughter's full name, form group and reason for absence.**

Where possible let the school know **in advance** of any planned absences e.g. hospital appointments and provide a copy of the medical appointment for our records.

Where possible make medical/dental appointments out of school hours.



TIERS or RISK LEVELS

Unpicking
some possible
confusion

BE AWARE

Covid Terminology and Tiers

It is important that we all understand what we mean when we refer to different Covid control tiers.

NATIONAL

We are all currently operating within the **National Lockdown** restrictions.

REGIONAL

Before that we were operating under regional restrictions, and you will be aware that some parts of the country such as Manchester had been identified as being 'Very High Risk', and others such as London were classified as a 'High Risk' area.. Some other parts of the country remained at the Medium Risk level.

Overall there are therefore three Regional Risk Levels, **Medium, High** and **Very High**. The media and some politicians often refer to these as 'Tiers' but we think that's confusing because the word 'Tier' is used by the government to mean something very different for schools in terms of Covid. We think it's more helpful to stick to describing the regional risk levels as exactly that - **Risk Levels**.

EDUCATION

Schools have been asked to take note of guidance that relates to **Educational Containment Tiers**. This relates to 'containing' the spread of the virus in schools and the tiers only come into force in areas where specific restrictions are in force – more likely to be the High and Very High risk level areas and in national lockdown.

Tier 1: Full opening

Tier 2: Full time for vulnerable & critical worker children + **rota for others**

Tier 3: Full time vulnerable & critical worker children + **specified year groups + remote learning for others**

Tier 4: Full time vulnerable & critical worker children + **remote for others**

These Tiers bear no direct relation to the Risk Levels. The government's default position is for **all schools to be at Tier 1 (open for all) irrespective of national lockdown or regional risk level. We are currently in Tier 1.**

The government will use a variety of indicators to judge whether or not to tell a school to move to a different Educational Containment Tier.

Contingency Plan in case we have to move to Tier 2

We continue to work with staff in terms of developing a contingency plan for remote learning should we have to move to Tier 2 or higher. level of restrictions. This includes a two weekly rota model combining on site and remote provision.

You can read the government's guidance about contingency planning here: <https://www.gov.uk/government/publications/how-schools-can-plan-for-tier-2-local-restrictions/how-schools-can-plan-for-tier-2-local-restrictions>

After School Clubs

In line with government guidance, unfortunately, we are no longer able to run after school homework club for KS3 and KS4 for the time being.

Visitors to school

As a reminder, parents/carers cannot come into school. Where we need to make contact with a parent/carer we will do so by phone or arrange a meeting via zoom.



Covid Aerosol Particles & The Importance of Ventilation

Each orange dot represents a dose of particles capable of infecting someone if inhaled.

If classrooms are ventilated during lessons it enables such particles to disperse away.

The more ventilated the classroom, the cleaner the air. However guidance also acknowledges that this could make it too cold for pupils in very cold weather.

In cold weather, windows can be open just enough to create a draft, but at break and lunch the room needs to be cleared of pupils and all the windows opened to clear the air. Windows in schools are normally designed not to open fully on safety grounds. As many windows as possible will therefore be 'as open as possible' to help clear the air at break and lunch.

So remember, pupils may need to be outside at break and lunch even when it's cold. Layer up, and bring a warm coat.

Pupils can keep warm in classrooms with xyz clothing. Heating will be on when it's cold. We will open windows high up where that's possible to reduce any discomfort.

Take Care
Be Kind
Stay Safe
Keep Warm!

Aerosols

These are tiny particles that can remain suspended in the air for hours

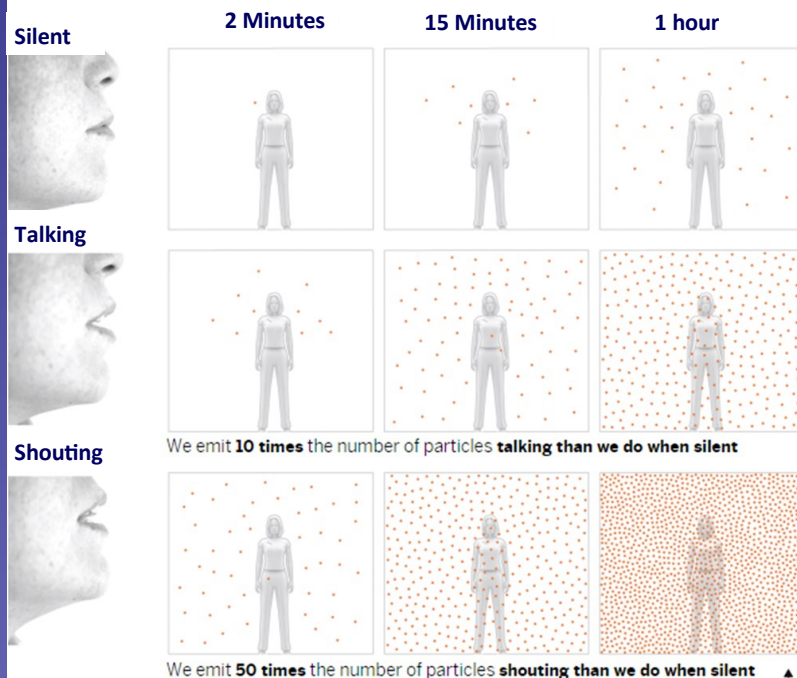
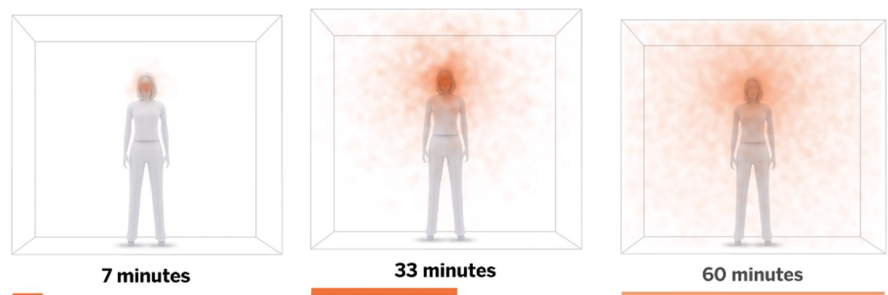
Droplets

These are heavier and fall to the ground in seconds



Social distancing is important to help prevent infection from droplets but ventilation is needed to disperse aerosols.

Without ventilation, aerosols remain suspended in the air, becoming increasingly concentrated as time goes by.

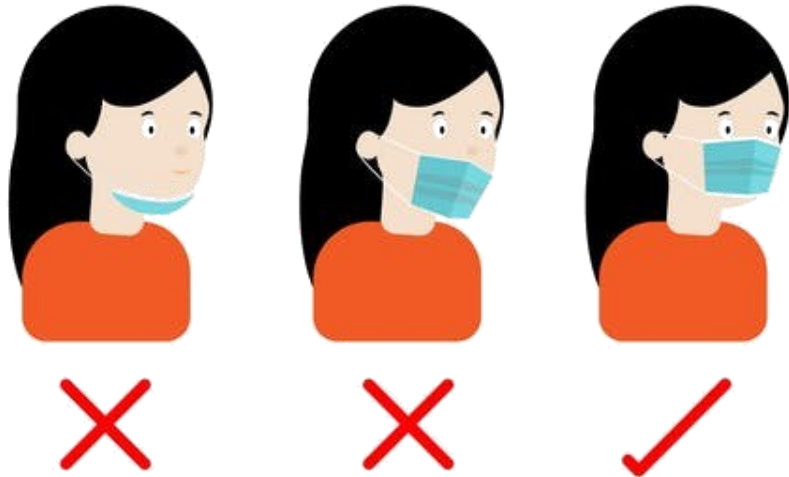


THIS IS REALLY
IMPORTANT

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Face Coverings



The government requires everyone in school to wear a face covering at all times when moving about the premises and in all common areas such as corridors. This will help reduce the production of aerosol particles in the air and may also help to some extent, the inhalation of droplets and aerosol particles.

We all need to do this not only for ourselves but to be kind to help protect others who may be more vulnerable to infection. It's a collective responsibility and we should all be vigilant to remind each other of the importance of this. Parents and carers, please reinforce the importance of this to your daughters.

We remain sensitive to the fact that some people with respiratory conditions may find it very difficult to wear a face covering and we will respect this.

For everyone else, it's critical to be wearing a face covering in common areas. Please try to remember to put your face covering on **BEFORE** you leave class rather than half way down the corridor. Please make sure it covers your nose as well as your mouth. Covering your mouth only does nothing to protect you and little to protect others.

The government does not require face covering in the classroom but at Sacred Heart we continue to give parents and carers discretion about this.

Travelling to and from school.

Please support us by reminding your daughters of the importance of wearing their mask on London Transport and the requirements to socially distance as far as possible whilst on the bus, tube or train.

Washing your hands & 'Catch it Bin it Kill it'

There are lots of sanitiser stations all over school and they are marked with a red sign. As a general rule, use them **EVERYTIME YOU PASS THEM**.

Certainly every morning on arrival at school, before moving to another classroom, before and after break and lunch; and before you leave. Parents and carers, please reinforce the importance of this to your daughters.

Similarly everyone needs to be careful not to cough or sneeze into the air. We all need to catch coughs and sneezes into a tissue or into your elbow. It is important to sanitise your hands after this and any tissue must be disposed of in a bin with a lid.

Remember what to do if you think someone in your household might be infected with Covid-19

See here the full text of the government's guidance for households with a possible or confirmed case of coronavirus.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>



The government is asking everyone not to book a test unless they are showing possible symptoms. The most common symptoms are said to be a new continuous cough, a high temperature, or a loss (or difference in) your sense of smell or taste.

If anyone in your household (let's say your daughter) shows such symptoms you should all self isolate and [a test should be booked](#) for the person displaying the symptoms.

If the test is positive, NHS Test and Trace will ask you to provide details of anyone your daughter has been in close contact with. The school will do this for contacts in school.

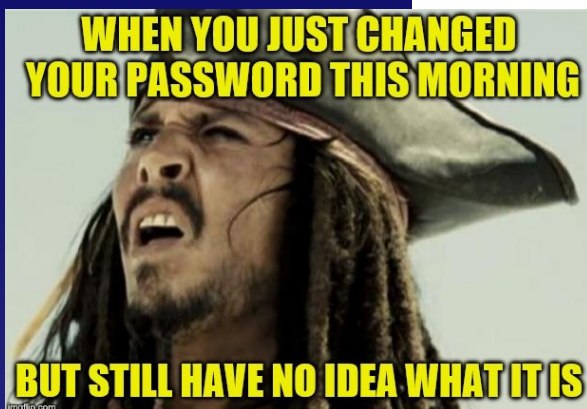
If the test is positive, your daughter should self isolate for 10 days from the date of the test/when symptoms developed.

The remainder of people in the household would be considered a 'close contact' and should self isolate for 14 days. If any of the close contacts arrange a test and the result is negative, **this does not override the need for you to self isolate for 14 days** because the virus could develop at any time over the 14 days.

What if your daughter (without any symptoms) is identified as a close contact of someone else who tests positive?

Close contacts of someone who has tested positive for coronavirus must self-isolate for 14 days.

THIS IS REALLY
IMPORTANT



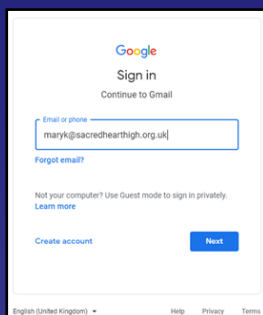
PASSWORDS

Adding a recovery phone number and email address

This is about how to tell Google what your personal (so-called “recovery”) phone number and email address are. This is so that if you forget your school password, rather than having to ask a teacher, you can get Google to send you a text message or email and you can do it yourself from home.

The school, and Google, use the same passwords. This means you can also do this to reset the school password that you use to log in when in lessons.

Entering this information doesn’t mean that teachers will know your phone number or email address. All pupils in the school need to do this. Try it with your parents or guardians first then please ask your Computing teacher (Years 7-9) or tutor (Years 10-13) or another teacher if you are very stuck.



Step 1.

Log in to your school email account by going to gmail.com. Log in using your school email address like this: username@sacredhearhigh.org.uk

For example: maryk@sacredhearhigh.org.uk

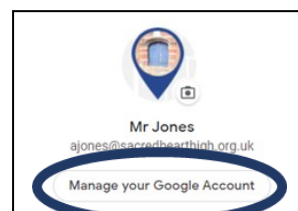
If you do not know your username or your password, ask your Computing teacher (if you are in Years 7-9) or tutor (if in years 10-13).

Step 2: If you are on a desktop, laptop or tablet...

After logging in you are going to see an icon in the top right corner of the screen, with a letter in it from your name – for example like this:

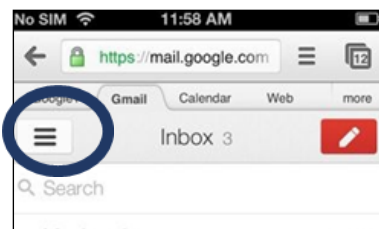


Then click on the button that then pops up, “Manage your Google Account”:

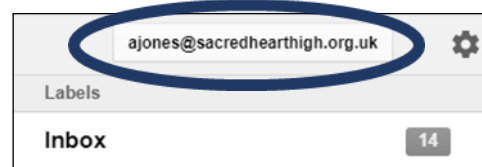


Step 2: If you are on a mobile phone...

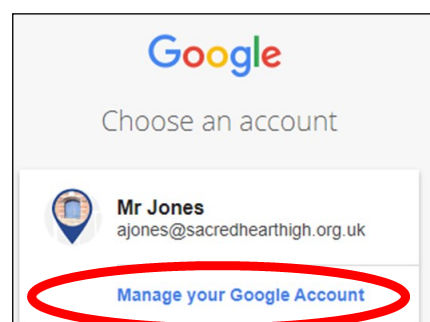
If you are on a mobile phone, click the three lines to the left of Inbox:



Then click on your email address

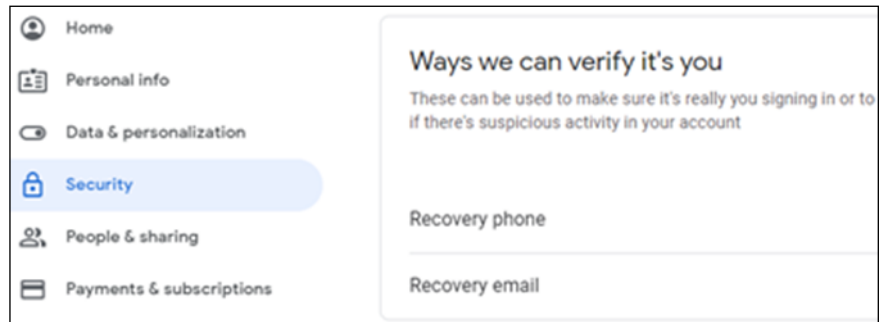


Then, click on Manage Your Google Account





Step 3: Find the “Security” tab near the top. Then look for “Ways we can verify it’s you.” Like this:

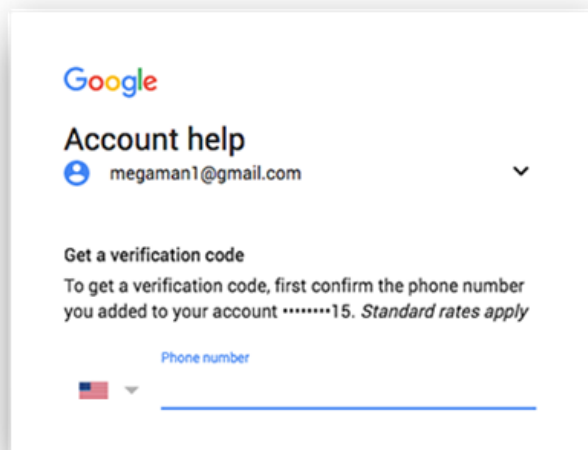


Now, click “Recovery phone”. You will need to then enter your mobile phone number or a parent or guardian’s. You will get a text message with a code you need to enter to confirm it’s really you.

Next, click “Recovery email”. You will need to then enter your email address or a parent or guardian’s. You will get an email to that address so take a look. Follow the instructions to confirm it’s really you.

In the future...

Now you have completed this, in future, if you forget your password, click “Forget password” when logging in. You can then ask Google to send you a text message or an email which lets you change the password. (You might have to enter your phone number or email address in a second time just to check.) There is no longer a need to ask a teacher!



CONTACT DETAILS

LOWER SCHOOL

Assistant Headteacher Ms Flora Vitija fvitija@sacredh.lbhf.sch.uk Director of Lower School Mr Julian Davies jdavies@sacredh.lbhf.sch.uk Pastoral Support Manager Ms Bhavna Sharma bsharma@sacredh.lbhf.sch.uk Attached tutors for KS3 Ms A Bebkowski abebkowsk@sacredh.lbhf.sch.uk Mr M Bohr mbohr@sacredh.lbhf.sch.uk Ms Z Ketley zketley@sacredh.lbhf.sch.uk	YEAR 7 TEAM LEADER			YEAR 8 TEAM LEADER			YEAR 9 TEAM LEADER		
	Ms Naomi Nye nnye@sacredh.lbhf.sch.uk		Rm	Ms Sarah Westley swestley@sacredh.lbhf.sch.uk		Rm	Ms Madalain Curtis mcurtis@sacredh.lbhf.sch.uk		Rm
	7S	Ms J Phillips jphillips@sacredh.lbhf.sch.uk	E7	8S	Mr C Murphy cmurphy@sacredh.lbhf.sch.uk	F6	9S	Mr A Lea Alea@sacredh.lbhf.sch.uk	S7
	7H	Ms M Serradilla mserradilla@sacredh.lbhf.sch.uk	E1	8H	Mr I Vidovic ivdovic@sacredh.lbhf.sch.uk	F1	9H	Mr L Granger lgranger@sacredh.lbhf.sch.uk	F12
	7E	Mr A Leach aleach@sacredh.lbhf.sch.uk	E2	8E	Ms M White mwhite@sacredh.lbhf.sch.uk	F2	9E	Miss F Pervez fpervez@sacredh.lbhf.sch.uk	S8
	7A	Mr B Hanley bhanhelly@sacredh.lbhf.sch.uk	E5	8A	Mr A MacGinty amacginty@sacredh.lbhf.sch.uk	F5	9A	Ms A Hindmarch Ahindmarch@sacredh.lbhf.sch.uk	S10
	7R	Mr L Haddaway lhaddaway@sacredh.lbhf.sch.uk	E4	8R	Ms S Middlehurst smiddlehurst@sacredh.lbhf.sch.uk	F10	9R	Mr A Jones ajones@sacredh.lbhf.sch.uk	S15
	7T	Mrs S Iafrate siafrate@sacredh.lbhf.sch.uk	E3	8T	Ms A Hill ahill@sacredh.lbhf.sch.uk	F11	9T	Mr D Shetcliffe dshetcliffe@sacredh.lbhf.sch.uk	S14
	7J	Mrs G Peebles/Ms S Kato gpeebles@sacredh.lbhf.sch.uk skato@sacredh.lbhf.sch.uk	E6						

UPPER SCHOOL

Assistant Headteacher Ms Eleisha Maton ematon@sacredh.lbhf.sch.uk Pastoral Support Manager Ms Christiana Davis cdavis@sacredh.lbhf.sch.uk Attached tutors for KS4 Mrs Theresa Goatcher tgoatcher@sacredh.lbhf.sch.uk Mr Charles McKeith cmckeith@sacredh.lbhf.sch.uk	YEAR 10 TEAM LEADER			YEAR 11 TEAM LEADER		
	Ms Beth Dancer bdancer@sacredh.lbhf.sch.uk		Rm	Ms Grace Jenkins gjenkins@sacredh.lbhf.sch.uk		Rm
	10S	Miss V Birkett vbirkett@sacredh.lbhf.sch.uk	R11	11S	Ms C Fraser cfraser@sacredh.lbhf.sch.uk	C15
	10H	Miss H Boggon hboggon@sacredh.lbhf.sch.uk	R5	11H	Mr A Fry afry@sacredh.lbhf.sch.uk	C6
	10E	Ms R Key / Ms R Linden rkey@sacredh.lbhf.sch.uk rlinden@sacredh.lbhf.sch.uk	R6	11E	Miss S Newman/Ms C McGugan snewman@sacredh.lbhf.sch.uk cmcgugan@sacredh.lbhf.sch.uk	C8
	10A	Miss A Petrica apetrica@sacredh.lbhf.sch.uk	R7	11A	Mrs G Aitken/Ms C Miller gaitken@sacredh.lbhf.sch.uk cmiller@sacredh.lbhf.sch.uk	C9
	10R	Mr I Sandhu isandhu@sacredh.lbhf.sch.uk	R8	11R	Mrs R Roy rroy@sacredh.lbhf.sch.uk	C10
	10T	Ms G Gallego ggallego@sacredh.lbhf.sch.uk	R10	11T	Ms S Stingelin sstingelin@sacredh.lbhf.sch.uk	C13

SIXTH FORM

Assistant Headteacher Mr Philip Hambleton & Ms Jacky Greenwood phambleton@sacredh.lbhf.sch.uk jgreenwood@sacredh.lbhf.sch.uk Attached Tutors Mr Tony Manning tmanning@sacredh.lbhf.sch.uk	YEAR 12 TEAM LEADER			YEAR 13 TEAM LEADER		
	Ms Cathy McCarthy cmccarthy@sacredh.lbhf.sch.uk		Rm	Ms Cathy McCarthy cmccarthy@sacredh.lbhf.sch.uk		Rm
	12H	Miss Feenstra hfeenstra@sacredh.lbhf.sch.uk	W4	13H	Mr A Trevelyan atrevelyan@sacredh.lbhf.sch.uk	S1
	12E	Ms A Porter/Ms Brown aporter@sacredh.lbhf.sch.uk amarshall@sacredh.lbhf.sch.uk	W5	13E	Miss R Filipiak rfiliapiak@sacredh.lbhf.sch.uk	S2
	12A	Ms Cunningham rcunningham@sacredh.lbhf.sch.uk	W6	13A	Mr G Scott gscott@sacredh.lbhf.sch.uk	M6
	12R	Mrs E Nikaj/Ms E Blanke enikaj@sacredh.lbhf.sch.uk eblanke@sacredh.lbhf.sch.uk	W7/8	13R	Ms J Parker jparker@sacredh.lbhf.sch.uk	M5