



The British School

Caroline Drumm
Principal

P.O. Box 566, Jhamsikhel, Patan
Kathmandu, Nepal

1st March 2022

Dear Parents and Carers,

Key Stage 5 Off Campus During Lunchtime

Prior to the COVID pandemic, we allowed our KS5 students to leave the school campus during lunchtime so that they could purchase food from local restaurants and cafes. This provision was removed following the start of the pandemic due to the potential risk created for our students. After careful consideration by our school's Leadership Team, and thorough review of the current local context, we would like to re-commence this provision as of **Wednesday 2nd March for our Year 12 and Year 13 students**. We believe this level of independence is an important learning opportunity for our older students, helping their preparation for future studies by encouraging the development of skills such as time management, organisation and self-regulation. In addition, we believe that this can be an effective strategy to support our students' social and emotional wellbeing throughout their A-Level studies.

Guidance will be shared with students regarding this opportunity and adherence to our Covid safety guidelines while off campus will be expected (such as social distancing and the wearing of masks). In addition, **students will be required to wash their hands and have their temperature taken upon return to the campus**. Students will only be allowed to leave the campus in small groups (maximum 4 people) and members of the Secondary Leadership Team will be completing spotlight checks of the local area to ensure our students are taking every precaution to remain safe.

In addition to our Covid safety guidelines, students will be required to:

- Maintain a weekly attendance and punctuality record of 90% as a minimum;
- Only depart the school campus during lunchtime (12.40-1.30pm);
- Sign-out when departing the campus and sign-in when returning;
- Wear their TBS ID cards/lanyards at all times while off the campus;
- Return to campus by 1.30pm (at the latest) and arrive punctually to their Period 5 lesson or independent study period (starting at 1.35pm);
- Not attend venues where alcohol is served (there are several restaurants/cafes in the local area that do not serve alcohol);
- Only socialise with TBS students (not mixing with students/individuals from other schools/organisations);
- Register their personal mobile number with our administration team so that they can be contacted in the event of an emergency;
- Not drive or use any vehicle during these times (personal or public);
- Adhere to the school Code of Conduct at all times, remembering that although they are off campus, they are still representing the TBS community.

Patron: H.E.The British Ambassador

Telephone: 977-1-5421794, 977-1-5422012, e-mail: tbs@tbs.edu.np website: www.tbskathmandu.org



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We are trusting our Key Stage 5 students to appreciate this privilege and conduct themselves maturely and responsibly. Should we feel that a student is not able to follow the outlined guidance, or should there be any concerns regarding their approach to learning, this privilege may be removed for individual students.

As mentioned above, we will be requiring a record of all students' phone numbers should they be leaving our campus during lunch times. This is not meant to be invasive, however, it is highly important that we are able to contact your child in the event of an emergency. Only members of our Secondary Leadership Team, the Head of Key Stage 5 and relevant administration staff will have access to this information.

We kindly ask all parents/carers to complete this [Google Form](#) regarding their child's consent to be off campus during lunchtime (including their child's mobile number). **If you are a Year 13 parent or carer and previously provided consent during Term 2, you do not need to re-submit this form** (however, please do let us know if you wish to change your previous response). Students will not be allowed off campus during lunchtime until consent has been received. Should you have any queries, please do not hesitate to contact me (rjayatilake@tbs.edu.np).

Yours Sincerely

Mr. Rohan Jayatilake

Deputy Head (Secondary)

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