

21 August 2020

Dear Parents/Guardians

As we are now preparing to welcome our ALL learners back by 31 August, we need you to be aware of a few procedures. We are using our website, www.lawsonbrown.co.za for communication purposes. At times we will also contact you on social media; the WhatsApp groups or on Facebook. You can also still contact us on the school telephone number, 041-3743172, or send us an email to lawsonbrown@meb.co.za.

We have included the COVID Posters from the Department of Basic Education (DBE) on the website for you. These outline ALL protocols for us to ensure a safe environment at school. We have also included the Golden Rules to be practiced at home; the safe way to use transport to- and from school; keeping safe at school; and supporting your children in the time of Corona-virus. Parents, please familiarize yourself with these protocols. It will help us to remain open as our learner numbers at school increase.

All Grades will be divided into TWO GROUPS, e.g. Grade 8 A Group 1 & Group 2. During the Orientation, we inform each learner in which group he/she belongs. Ask them about this. Each Group will attend on DIFFERENT DAYS to limit the number of people at school and thereby reduce the risk of the spread of the virus. We have GET and FET GROUPS, the GET Groups consist of Grades 8 & 9 and the FET Groups consist of Grades 10, 11 and 12.

We have 6 Educators who are working from home. This is putting a strain on those of us who are at school. We received Instruction Note 44, on the appointment of Education assistants, from the Superintendent-General of Education. Additional staff will help us to manage the situation at school better.

The following are the changes on the timetable for the returning learners. Any changes to this timetable will be communicated to you in advance:

CHANGES

- **ALL** base classes will be split in half. Group 1 and Group 2. E.g. 10A Group 1, 10A Group 2.
- School day will run from **08:00 – 14:15. (Teachers only)**
- Periods will follow as per the usual timetable.
- Only 1 group (Group 1 or Group 2) of a phase (FET or GET), will be at school on any given day!
- Each day on the timetable will be repeated for both groups in both phases. See grid below:

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1 (24 Aug - 28 Aug)	FET (1-Mon)	FET (2-Mon)	GET (1-Mon)	GET (2- Mon)	FET (1-Tues)
Week 2 (31 Aug - 04 Sep)	FET (2-Tues)	GET (1-Tues)	GET (2-Tues)	FET (1-Wed)	FET (2-Wed)
Week 3 (08 Sep – 11 Sep)	GET (1-Wed)	GET (2-Wed)	FET (1-Thurs)	FET (2-Thurs)	GET (1-Thurs)
Week 4 (14 Sep – 18 Sep)	GET (2-Thurs)	FET (1-Fri)	FET (2-Fri)	GET (1-Fri)	GET (2-Fri)

Parents, please place a copy of these changes where your child can see it. This 'New Normal' under the Pandemic demands of ALL of us to work together to ensure the smooth running of the school. Failure to follow the protocols and the changes to the timetable can only bring about chaos. We will review the implementation of the changes constantly to see what works best for us as Lawson Brown HS. Thank you for your cooperation. God bless you.

Kind regards

A W Newfeldt
PRINCIPAL