

**Documents to read alongside this guidance:**

- *Behaviour Policy Addendum – June 2020*
- *Risk Assessment – Wider opening of school*
- *Letter from Mrs Knight regarding school bus transport*
- *Yr 10 Timetable from June 15<sup>th</sup>*

You will be aware that from 15<sup>th</sup> June, we will be offering ‘face to face time’ in school with Year 10 students. This is designed to support, but not to replace the remote learning model which remains their core provision, in line with the Government’s latest guidance. Because we are only allowed to have 25% of the year group in school at any time, it means that each Yr 10 student will be offered 1 morning a week which will include PSHE, English, Maths and Science. You will have seen in my previous newsletters that the health and safety of students and staff has to be my absolute no.1 priority. In order to show that school can re-open safely, we have had to complete a risk-assessment and I am sharing this document with you, along with the guidance and information below. I know it is a lot of information, but PLEASE take the time to go through it if you have a Year 10 child who will be coming into school, or if you have a child who attends our ongoing provision for vulnerable students and children of key workers. It is crucial that any student coming onto the school site understands that this is not ‘school as normal’. Sadly, it is not going to be the same social experience that they had before lockdown – because we have to ensure students stay within the same groups or ‘bubbles’ at all times, rather than mixing with other friends. Once you have read through this information, please do come back to us with any questions.

**How do we know it is safe for students to return?**

Please read the attached risk assessment. This has been cross-referenced with a lot of other guidance from the DfE, local authority and other schools. The key measures we are taking revolve around small groups, maintaining stringent social distancing, a thorough cleaning schedule in school, and regular handwashing. The reality is that staff are more at risk than students, so it is essential that students follow the guidance in every respect, and at all times.

**Do I have to send my child back from June 15<sup>th</sup> if they are in Year 10?**

The short answer is No. But if they are healthy and well, and you are not concerned about other people within the household, we would encourage you to send them back in. It will only be for one morning a week and we hope that it will make a significant difference to supporting the rest of their remote learning.

**Which students can come into school from 15<sup>th</sup> June?**

- Children of key workers and vulnerable children (this group has been running since school closed)
- Year 10 students (they have been allocated one morning a week, on the same day each week)

**Who should not come into school?**

- Those who have been classed as clinically extremely vulnerable due to serious underlying health conditions
- Those who live in a household with someone who is extremely clinically vulnerable
- Anyone displaying any symptoms of Covid-19

**What happens on the first day for Year 10 students, w/c 15<sup>th</sup> June?**

Students will be met on arrival, they will wash their hands and then be escorted to the hall for a socially distanced assembly. We will clarify the expectations in school and update them on the essential routines and procedures that they must follow for everyone’s safety. We will also be delighted to see them and welcome them back! After assembly, students will be taken to their first lesson.

All Year 10 students to enter site from main entrance off staff carpark.

Students in the vulnerable/key worker group will enter site through main reception.

### **Behaviour Policy (*Applies to ALL STUDENTS in school from June 15<sup>th</sup>*)**

Please see the attached addendum: *Behaviour Policy Addendum June 2020*. It explains our updated guidance regarding social distancing, phones, uniform and so on. Clearly some aspects of our usual system are not currently practical, for example lunchtime detentions and after-school detentions, but we must ensure that students are behaving safely and following instructions at all times.

### **Equipment: what do I need to bring into school? (*Applies to ALL STUDENTS in school from June 15<sup>th</sup>*)**

N.B. Lockers will not be in use and students cannot access them. No equipment or resources can be shared between students.

- School bag
- Fully equipped pencil case, including calculator and ruler for Maths
- Your own tissues
- Hand gel/sanitiser (optional – but students will be washing hands regularly)
- Snack/food for morning breaktime (Yr 10s); a packed lunch (students in other provision)
- Full school uniform

### **Which group will I be in? (*Applies to Year 10 students from 15<sup>th</sup> June*)**

Your parents have been contacted already to confirm this information. You will be part of a small group (maximum 10 students) and you MUST stay with this group for all your sessions in school, including breaktime and lunchtime. You MUST NOT mix with other groups on the school site. The only exception to this is if you are one of the Yr 10s who has core provision in the morning and then has to join the vulnerable/key worker group in the afternoon. Please refer to the behaviour policy and be aware that if students do not stay within their allocated groups, they risk losing this provision.

If you are unsure which group you are in, please contact Mr Gill: [gillm@bedalehighschool.org.uk](mailto:gillm@bedalehighschool.org.uk) or call school on 01677 422419.

### **What about students who are in the key worker/vulnerable children group?**

These students must also wear uniform from 15<sup>th</sup> June, and come fully equipped using the list above. They also need to bring a packed lunch, and may want to bring a pair of trainers for the afternoon session. This group has increased in size and is now being split each day into 2 or sometimes 3 smaller groups. They will continue to complete their home-learning tasks on computers, and the rules regarding phones and the rest of the behaviour policy will still apply.

### **How will social distancing work? (*Applies to ALL STUDENTS in school*)**

Along with regular and thorough hand-washing, this is the single most important rule in school. Students must maintain a 2 metre space with others at all times. Corridors are marked with tape and signage is on display around school. Students will also be reminded in briefings and assemblies. Classrooms have been set-up to facilitate this and students must remain at their allocated desk.

At break-times, each group will have an allocated area where they are allowed to go. They will be escorted there and supervised by staff. They must not join groups in other areas. Staff will also ensure that toilet use is staggered to avoid over-crowding and to maintain social distancing at all times.

There is a one-way system in school now to support social distancing. Students must ensure they follow this at all times, and will be escorted between sessions.

### **Avoiding the risk of catching or spreading Covid-19 (*Applies to ALL STUDENTS in school*)**

From the moment they arrive on site, students will be met by staff. They will need to wash hands once they arrive, and again at breaktime or after any food. As per the guidance, this needs to be really thorough, with liquid soap and water – lasting for 20 seconds. In normal circumstances, young people should not be using alcohol based hand cleansers, and these are not a substitute for hand-washing, but we know that some students may want to bring in their own sanitiser.

Students should remember not to touch their eyes, mouth, nose with hands that are not clean, and they should always sneeze into a tissue or sleeve, not their hand, and then wash hands afterwards.

If a student needs to use the toilet during a lesson, the member of staff will arrange for them to be escorted.

## **Toilets**

Yr 10 boys should only use the upper school boys' toilet on the Science corridor.

Boys in other year groups should use the lower school boys' toilet.

All girls to use the lower school girls' toilet.

## **What happens if a student starts to display symptoms of Covid-19 while in school?**

The student should report any feelings of illness to a member of staff. They will then be escorted to reception to see a member of the first aid team. Please read sections 6 and 7 of the attached risk assessment for guidance on our responses and procedure, as well as guidance on what parents should do next re testing and self-isolating.

## **PPE**

Staff and students will not currently be wearing PPE on site. This is because the guidance states that PPE should only be worn in situations where you cannot maintain social distancing. Exceptions to this may be First Aid staff if they are dealing with a student displaying potential Covid-19 symptoms, or if a member of staff has a specific vulnerability and is working closely with others.

We are awaiting confirmation from the Local Authority as to whether students are expected to wear face masks on school buses and will confirm this asap. We assume that students on public buses, will need to wear them – in line with the latest government guidance.

## **Transport to school**

Wherever possible, we encourage students to make their own way to school either by walking or through a family member.

If you do need to use a public bus, you must ensure you maintain social distancing at all times and wear a face mask.

If you intend to get a school bus, you MUST book this in advance using this link:

<https://www.northyorks.gov.uk/schools-and-childrens-services-during-coronavirus-covid-19#transport>

(We cannot do this on your behalf).

Clearly, it is crucial that students follow the instructions they receive from drivers, and we will maintain close contact with the bus companies.

For most Yr 10s who get a school bus, it will be picking you up after your last morning lesson at about 12.30. For a small number of students who use the same bus route as our keyworker/vulnerable pupils – they cannot be picked up at 12.30pm and the single collection at 3.20pm must remain. Please see the attached letter from Mrs Knight for further details on this.

## **Parents dropping off students**

If a student needs to be accompanied to school, or collected at the end of the morning/day, only one parent should attend (if on foot), and no siblings. Parents should remain in cars and only come into reception if it is unavoidable, ensuring that they wait outside reception if someone is already in there.

## **Keep the school informed**

It is very important if you or any one in your household experiences symptoms of Covid-19, that you inform us. We have a duty of care to all students and staff and guidance on how we need to respond to reduce the risk of transmission including how we react to cases of the virus in our school should they occur.