



Document 8f: Students Return to School – Y7 to Y13

We are now able to welcome back all students to school in September for the new school year. However, we are still in a position where we need to minimise the risk of transmission of coronavirus (COVID 19) in school and therefore the way students move around school, how they are grouped for lessons and how they use social times will be different.

We are committed to doing everything we can to keep our students and staff safe and well. In line with the government guidance we have planned carefully to enable our students to return to school in a safe environment and will share these protocols with students on their return to school on **Friday 4th September**. These protocols will extend the good practice that we have developed with our students who have been able to access school this term.

It is important that our students understand the need for the protocols and can work within these when they are at school. All students will be expected to follow all procedures and guidance to protect themselves, and others, by promoting social distancing where possible and strict hygiene processes in and around the school site.

Year 12 and 13 ‘Bubble’ Student Protocols

Attendance at School

It is now an expectation in September that all students attend school full-time because missing out on more time in school will have a negative effect on their learning and possibly their future aspirations. There may be a very small number of students who will be unable to attend school in line with public health advice, but this will be discussed and agreed with parents/carers before the start of term.

Students who are feeling anxious about returning to school can access support when in school and will be reassured of the steps school are taking to reduce the risks of transmission of coronavirus in school.

Year 12 and Year 13 students will be expected to arrive in school in time for their first timetabled lesson and can leave the premises following their last timetabled lesson of the day. The students should remain in school until they have undertaken their final lesson of the day. Students will not be able to leave site between their timetabled lessons.

Students will use the normal biometric attendance point but must wipe down after use.

Clothing and Equipment

Year 12 and Year 13 students can wear casual clothing in September. Students can bring a bag to school with essentials such as pens, pencils and other stationery items, books and folders, lunch box, mobile phone (if they choose to bring it) and their coat. Books or folders can be taken home and brought back into school by students. Students will also need to keep

their bag with them throughout the day. Unfortunately, students will not be permitted to use lockers when we return in September, but we will continually review the possibility.

Arriving and Departing School

All students will form a 'bubble' within their Year Group. Each Year Group bubble will have allocated classrooms to use and entry and exit points to enter and leave the school building.

The entry and exit points for Year 12 and Year 13 will be:

- Arrive and leave school at the **Temple Road entrance**.
- Enter and leave the school building through **The Gothic Hall Entrance**.

Students who arrive by public transport should enter school through their dedicated entrance.

Where possible we are advising students to walk or cycle to and from school. Students who walk to and from school need to ensure they observe the 1 metre plus social distancing regulation unless they are walking with siblings who live in the same house. Students who cycle should bring a bike lock to ensure their bike is kept safe on the school site. We are advising all students who cycle to wear a cycle helmet. Students must walk with their bikes from their entrance point and for safety reasons must not cycle within the school site.

Students who are brought to school by parents/carers by car will need to be dropped at the Temple Road entrance. Students driving themselves to school must only use the Temple Road entrance as their access route into school.

Students who use the dedicated school transport (Bentley's coaches) should where possible group themselves on the bus with others within their Year Group bubble.

Where students are unable to avoid the use of public transport, we ask that all students observe the 2 metre or if this is not possible, the 1 metre plus social distancing regulations during their journey where possible. There is currently a requirement for all passengers to wear a face covering when using public transport unless they are exempt under the identified government categories.

Social Distancing

To reduce the risk of transmission of coronavirus it is necessary to limit the number of students in contact with each other to those within their Year Group. It will also help us identify those who need to self-isolate should there be a positive case of coronavirus within school.

Social distancing of 2 metres will need to be maintained between all adults and students where possible. Students will always also need to recognise the importance of maintaining distance with their peers and avoid contact with other students. This is particularly important when moving around outside the buildings, in the corridors, within the classrooms and in the toilet areas.

Hygiene Practice and Procedures

All students will be required to enter school through their dedicated entrance where they will be required to use the hand sanitiser stations before further entry to the school building. All students will also be expected to sanitise or wash their hands when they return from breaks, they change classrooms, returning from the toilet and before and after eating. Students will be regularly reminded of good hand hygiene procedures throughout the school day.

Students should remove any face coverings when they arrive at school and dispose of any temporary coverings or place reusable face coverings in a plastic bag.

All students will also be encouraged to follow safe handwashing guidance -washing their hands for 20 seconds with soap and warm water. Teachers will model this to help to support their hygiene, if required.

All classrooms will have a lidded bin and a supply of tissues. Students will all be encouraged to 'catch it, bin it, kill it', disposing of their tissues in the lidded bin. Students will also be encouraged to avoid touching their mouth, nose and eyes with their hands.

There will be many hand sanitising 'stations' and wall-mounted hand sanitisers spread throughout the school and all students will be positively encouraged to use hand sanitisers whenever they pass them in the school.

Whole School Procedures and Routines

To avoid large student gatherings and limit the contact between Year Group bubbles, break times, tutor times and lunchtimes will be staggered. Some Year Groups will be in lessons while other Year Groups are having lunch and vice-versa. This will be the same for Tutor-time and break-times. This will allow a flow of students around the school which will support distancing and avoid congestion at certain points in the building and time during the school day. Each Year Group 'bubble' will be allocated a social area outside and a designated area where they can have a school lunch or eat their packed lunch.

The Year 12 and Year 13 designated areas are:

Break-time : 6th Form Refectory and 6th Form Garden

Lunchtime: 6th Form Refectory and 6th Form Garden

Dining Hall: Drama Studio (school lunch and packed lunches)

There will be several internal mini-loops around the school which will be clearly marked. All students and staff will follow the looped system throughout the building and use the identified entrances and exits which are allocated to their year group.

Expectations at Break time

Students in Year 12 and Year 13 should not mix with students in any of the other Year Group 'bubbles' during break time. Students should avoid physical contact with each other and maintain distance where possible.

Expectations at Lunch time

All Year 12 and Year 13 students can access the Large Dining Hall for lunch and will have an allocated seating area in the Drama Studio. Hot or plated food and eating utensils cannot be taken out of the dining hall and must be eaten in the Drama Studio. All purchases will have to

be paid with the students' school dinner card and cash cannot be used at any point. Students who bring a packed lunch can eat it outside in the **6th Form Refectory or 6th Form Garden** if they prefer.

Students in Year 12 and Year 13 should not mix with students in any of the other Year Group 'bubbles' during lunchtime. Students should avoid physical contact with each other and maintain distance where possible.

Students will not be allowed to leave the school premises at break or lunchtime.

Classrooms and Lessons

Each Year Group bubble will be allocated to a 'teaching area' and all of their lessons will take place within the 'hub'. All students within the Year Group will be able to move classrooms for their lessons within the hub and some practical lessons like PE, Art, IT or Technology may take place in a different location. When travelling to these locations' students must not walk through other Year Group hubs.

The Year 12 and Year 13 Hub will be in B Block.

Use of study Centre

Year 12 and Year 13 students can have access to the Study Centre and 6th Form Refectory area during their non-contact periods. Tables must be left clear after use and students are asked to sanitise any IT work stations they use. Sanitising spray and cloths will be provided to facilitate this.

Students will follow their normal timetable but some of their practical lessons like Science, Technology or Art will not always take place in a specialist classroom.

All teaching rooms have been re-purposed to enable students to sit facing forwards and enable the teacher to observe the 2 metre distancing guidance where possible.

Students will be able to use their exercise books, folders and share textbooks and equipment within their Year Group 'bubble'. All shared equipment will be cleaned regularly or isolated for 72 hours before use again.

Students movement around the classroom will be restricted and only with the teacher's permission, and where it is safe to observe social distancing guidance. Students will use the toilet facilities one at a time and again with permission and with respect for the social distancing guidance. Staff will help remind students of distancing and hand washing hygiene rules. These will be briefly discussed regularly, until routines are well established; and visually displayed on the electronic screens in school.

Student Welfare

The first session the students will have in school will be a familiarisation session, where students will go through all the expectations in the new protocols and have an opportunity to share any reservations or anxieties they may have. We will also re-assure students who may not have proactively engaged with remote learning or have concerns about 'lost learning' and the effects on their future aspirations.

We are also aware that for some students there will be a need to focus on adapting to routines again and trying to support any anxieties that may have built up during their time away from school. We will have a range of support facilities in school that students can access. Their Director of 6th Form, Form Tutor, Learning Mentor and the School Counsellor will all be able to offer support and guidance where needed. We will also have personnel in place to continue to signpost students to any external support agencies that are available.

Extra-curricular Activities

We hope to be able to offer some lunchtime and after-school activities during the year, but these will need to take place within your Year Group bubbles and some activities like choir and team games are not currently permitted.

First Aid Facilities

To support students who may have a non-COVID-19 related illness or minor injury while they are in school, the student will be directed to their Year bubble pastoral base by the member of staff, where the normal access to medical advice will be provided.

If students develop any of the identified COVID-19 related symptoms, then school will follow the government guidelines, the student will be supported in isolation while in school until contact can be made with parents/carers to safely return the student home.

Behaviour Expectations of our Students

Our Behaviour Policy has been revised to reflect the new guidance and ways of working. We aim to prepare and support our students in following any new procedures and routines in a supportive way. The expectations and boundaries identified in the revised behaviour policy will be made clear to the students and will be shared with the students in their 'tutor' session when returning to school in September.

Where students are consistently unable to comply with the behaviour expectations within and outside of the classroom, and/or a student's behaviour is putting the safety of others at risk, purposeful discussion will need to take place between the student concerned and their Form Tutor or Director of 6th Form.

Food and drink during school time

Students can bring healthy snacks to school which can be eaten at break or lunchtime. Students are also able to bring a bottle of water to school that can be refilled at the water fountains. Students should not drink directly from the water fountains in school.

School Lunches and Packed lunches

Students will be able to have a school lunch and both hot and cold food will be provided. The only method of purchasing food in school is by using their school dinner card. Cash will not be accepted due to the risk of transmission of infection.

We are currently unable to offer hot/cold food at break time and the vending machines will not be accessible.

