

Information for Parents – Re-opening for Students: March 2021

St Wilfrid's RC College wishes to assure you that every measure possible has been put in place to ensure the safety and well-being of both students and staff.

This letter is to provide you with information about how we will make school safe, the structure of reopening and ongoing support for students that are self-isolating:

<u>How we will make school safe:</u>	
<u>Bubbles:</u> <ul style="list-style-type: none">• School will be divided into a number of 'bubbles'. There will be one 'bubble' for each year group.• The bubble structure will help to reduce the number of people students and staff are in contact with, helping to keep them safe.• Each bubble will work in a small section of the school. They will have their own entrance and exit, toilets and classrooms.• Within each bubble, students will work in the same classrooms, where possible, with the same seats.	<u>Bubble Entrances</u> <ul style="list-style-type: none">• Y7 - Main entrance 8.40• Y8 - Main entrance 8.55• Y9 - Grey Hen entrance 8.55• Y10 - Harton Lane entrance 8.55• Y11 Grey Hen entrance 8.40• Y12/13 - Main entrance path 8.45
<u>Travel to and from school</u> <ul style="list-style-type: none">• If possible, we are asking students to walk or cycle to school.• They must only walk to school with members of their own household.• If they see friends on their way, please maintain social distancing.• If they are travelling in a car with people, only travel with members of their own household.• Student drop off outside of the school site.• When using public transport students must wear face masks/covering and should minimise the surfaces they touch.• Students should not travel in groups to school.• Students should not congregate outside of school.	<u>Entrance to school</u> <ul style="list-style-type: none">• Students will line up outside their bubble entrance, as directed by staff.• They will be instructed by staff when they can enter the building.• Students will sanitize hands on entrance into building.• One-way systems will ensure social distancing.• Clear signs to remind students about hygiene and social distancing.
<u>Social Distancing - In the Classroom.</u> <ul style="list-style-type: none">• Students will sit at their own table/desk.• They will not share any equipment.• They will maintain the 2 metres distance from staff.• Students will only move from their desk when asked by the teacher.• Staff will travel to classrooms to teach in bubbles.• Books and resources will remain in the classroom – they must be kept neat and tidy.	<u>Hygiene and cleanliness</u> <ul style="list-style-type: none">• We will have additional sanitization stations at the entrance and exit to the building to support with sanitization.• Classrooms, toilets, stairwells and doors will be cleaned after each session at the end of the day.• Classroom doors and windows will be open to aid ventilation.• Students must wear face coverings in corridors and around school.• We strongly recommend that face coverings should be worn in classrooms and during activities unless social distancing can be maintained. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons. These measures will take effect from Monday 8 March and will be reviewed at Easter.
<u>Break and Lunch time</u>	<u>Moving around school</u>

<ul style="list-style-type: none"> • Weather permitting, students will have an opportunity to go outside for some fresh air or exercise during the day. • Students will only mix with their own bubbles on a specific yard / area. 	<p>When moving around the school, students will be asked to:</p> <ul style="list-style-type: none"> • Follow staff instructions entering and exiting the room in a staggered way. • Use 2m floor markings at all times. • Sanitize hands when instructed. • Follow social distancing rules. • Remain in the areas of the school that their bubble had been allocated to and are not allowed to enter into other bubble areas. • Stand still immediately if asked (in case of emergency).
<p><u>Use of toilets</u></p> <p>Each bubble will have their own toilets:</p> <ul style="list-style-type: none"> • Students will be allowed to use their toilets at break and lunch only. • They must follow all instructions when moving around school. • Students will wash hands before using the toilet. • They will wash hands after use of the toilet. 	<p><u>Using outside areas</u></p> <p>There will be opportunities during the day for students to use outdoor spaces:</p> <ul style="list-style-type: none"> • Each bubble will have a separate outdoor area. • Students will have guidance about where to stand / exercise when outside. • Students will wash hands before going outside and on return to the building. • Students will be expected to follow social distancing rules at all times.
<p><u>Equipment</u></p> <ul style="list-style-type: none"> • Equipment will not be shared. • Students will need to provide their own equipment. • Classrooms will have a set of gluesticks - students will sanitize before and after using them. They will be wiped down at the end of each lesson. • Hand gel is available in every classroom. • Books and resources are stored in the classroom and not to be taken home. 	<p><u>Uniform</u></p> <ul style="list-style-type: none"> • Students will wear full school uniform at all times with the exception of days on which they have PE – they will arrive in PE kit on those days. • Tutors will check the timetables of students in PE kit – students in PE kit that do not have PE that day will be sanctioned. • Students are permitted to wear plain black tracksuit bottoms with their school PE kit. • Jewellery is not permitted in school, except a wrist watch. • Make-up is not allowed for students in years 7 - 11. • Hair colour must be natural; extreme hair cuts are not allowed.
<p><u>First Aid</u></p> <ul style="list-style-type: none"> • If students feel unwell, they need to let their teacher know. • The teacher will follow the appropriate protocols (if necessary, isolating the student in order to reduce risk to others). • Separate isolation rooms will be designated and equipped within each bubble in the event of a member of the school falling ill. • Students falling ill during the school day must be collected by their parents/carers immediately. 	<p><u>End of School Day</u></p> <p>Students will be expected to:</p> <ul style="list-style-type: none"> • Follow staff instructions and leave room when told to do so. • Wash hands on exit of the building. • Leave the school site straight away. Do not stay at the school exit waiting for friends. • Students should not travel in groups from school. • Students should not congregate outside of school. • Parents are requested to pick their children up off the school site.
<p><u>Behaviour expectations</u></p> <p>These are exactly the same as usual, here are some reminders:</p> <ul style="list-style-type: none"> • Mobile phones must be switched off and kept in the student's bag. • Be respectful of each other and all staff. 	<p><u>Attendance</u></p> <ul style="list-style-type: none"> • Attendance is mandatory, not optional. • Parents/carers of students not attending school may receive fixed penalty notices from the local authority.

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| <ul style="list-style-type: none"> Follow instructions as soon as you are asked to do so. If you feel worried or have any questions: tell a teacher and we will help you. Students that do not adhere to our code of conduct (available in their planner) will be sanctioned and may be removed from class to the Behaviour Unit; there may be students from other year groups there at the same time - the 2 metre distance rule will be adhered to at all times. | <ul style="list-style-type: none"> Parents of children needing to self-isolate must notify the school and will be directed to online learning. If students or their families have any of the following symptoms they must stay at home and you should contact school to let us know: <ul style="list-style-type: none"> Cough Shortness of breath or difficulty breathing Fever or chills Muscle pain Sore throat New loss of taste or smell |
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It is important that you realise that teachers are in the position of parents/guardians while children are in school. It is essential to follow all protocol procedures to ensure the safety of students, staff and their families. If at any time students fail to follow the protocols outlined or act in a manner that jeopardises the culture of the school or the safety of others, they will be required to be collected immediately.

Please make sure that your contact details are up-to-date and where you might be unavailable due to work, you have provided the contact details of another trusted adult.

Visitors on Site:

- Parents, carers and other visitors will not be admitted onto site.
- The exception to this rule are professionals working with the school to ensure the safeguarding and education of children (e.g. school counsellors, Lifecycle, CAMHS, the Matrix, Peripatetic music teachers).

Structure of Reopening:

Students will return to school on the following days:

- Monday 8 March: Y10, 11, 12, 13** – students will be with their tutor groups all day (bring revision, knowledge organisers and a reading book)
- Tuesday 9 March: Y8, 9** – students will be with their tutor groups until the end of lesson 1 (bring knowledge organisers and a reading book)
- Wednesday 10 March: Y7** – students will be with their tutor groups until the end of lesson 1 (bring knowledge organisers and a reading book)

Students' time will be directed whilst in tutor groups, recapping the school's safeguarding procedures, health and safety / Covid-19 protocols, behavioural standards and expectations and other age-specific activities.

Ongoing Support for Self-isolating students:

- Teachers will continue to use Google Classroom to set work for self-isolating students and students with authorised absences only.
- Children that do not complete work during periods of isolation will be sanctioned upon return to school.
- There are regularly updated resources on our website and social media pages allowing access to collective worship and other pastoral elements of school life.

Safeguarding

If you have any safeguarding concerns please contact: Mr Logan (Acting Deputy Headteacher Pastoral).

Email: alogan@st-wilfrids.org