

Ref: SRE/lth

September 2020

Dear Parents/Carers

I would like to remind you of how the school will work to keep your child safe when we open for all year groups on Monday 07 September:

- **All students will be required sanitise their hands, before entering** the school building.
- All staff and students must enter the school via Reception where they will **pass a thermal imaging camera** [see photograph] that takes their temperature and triggers an alarm if too high.
- A **one-way system** is in place around the school [pictured] and this **must be followed at all times** to ensure social distancing, this is particularly important on staircases.
- In order to minimise contact, students will remain in the same classroom for as many lessons as possible, and will **not be able to move around the room**. Teachers will move from room to room to teach their timetabled classes.
- **Year groups will be kept apart and will not mix with other year groups**; there will be separate breaks and lunchtimes for each year group. Hot and cold food will be available and those in receipt of Free School Meals will be able to choose whichever they prefer. Students may bring a packed lunch, but should ensure that they do not allow anyone else to touch their lunch bag/box.
- The site staff will be regularly **disinfecting desks and chairs**.
- There will be **daily deep cleaning of all classrooms and toilets** to ensure the safety of students and staff.
- There will also be the **daily cleaning down of washable items that more than one child may use** during the week. We will make sure the site team have the appropriate PPE equipment to do this.



Thermal Imaging camera in Reception to check temperatures on entering the building

One-way systems and clearly marked 2-metre social distancing guides



**How you can help us to keep your child safe:**

- **You must provide the school with an up to date contact number.**

- **Students will be expected to wear their school PE kit on days when they are timetabled for practical PE lessons**, as we will not be able to use the changing rooms. You may wish to consider purchasing uniform black tracksuit bottoms, for when the weather turns cooler.
- **Students must be provided with a waterproof school bag** large enough to carry A4 books and papers.
- **Students must carry their own set of stationery**, at the very least this should comprise pens, pencils, ruler and eraser. We will not be able to lend equipment to individual students and they **must not share with others** to avoid transmission of the virus.
- Please ensure that your son/daughter wears the **required face covering if they travel to school on public transport**. At the moment we do not plan to have students wearing masks in school, although this may change. Each year group will have break and lunchtime separately from all other year groups, which means that only the students in their year 'bubble' will be out of lessons, reducing the likelihood of crowded corridors.
- If you drop off your child, we ask that that this is done **away from the school gate**, to avoid unnecessary crowding and people being unable to safely socially distance.

**If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell, they will be sent home** and advised to follow the 'Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19).

**You must inform the school immediately of the results of a test.**

We look forward to welcoming back all our students on **Monday 07 September 2020**.

Arrival times will be **staggered for Monday only**, so that there is no contact between year groups, as well as adequate time for hand sanitising before entering the building.

**Students must not arrive before their allocated time.**

Year groups are to arrive as follows, **in full school uniform, with their equipment in a suitable school bag, and ready to learn**:

- **Year 7 at 8:30am**
- **Year 11 at 8:45am**
- **Year 10 at 9:15am**
- **Year 9 at 9:45am**
- **Year 8 at 10:15am**

Students will be dismissed from their designated 'bubble' areas at the end of the day, [3:00pm] to minimise issues with social distancing.

Yours faithfully



Mr S. C. Reynolds  
**Headteacher**