

Dear Parent/Carer

## Welcome to the new school year

We are very much looking forward to welcoming your child(ren) to the new academic year. We hope that you have enjoyed a happy and healthy summer holiday.

We are writing to make sure everyone is ready for the start of the new school year and in this letter, we are reminding you of the arrangements for this and the protective measures we have implemented to keep our school community safe. We have also produced a video to help everyone understand the new arrangements and this can be found on FROG.

## The first day back

Year Group	Date	Start Time	Finish Time	Gate	Go to
7	Monday 7th September 2020	8.25	14.40	Errwood Road Gate	Errwood Hall
8	Friday 11th September 2020	8.35	14.50	Errwood Road Gate	Errwood Hall
9	Thursday 10th September 2020	8.45	15.00	Errwood Road Gate	Sports Hall
10	Wednesday 9th September 2020	8.35	14.50	Crossley Road Gate	Dining Room
11	Tuesday 8th September 2020	8.25	14.40	Crossley Road Gate	Dining Room

The start/finish times and the entry/exit gates shown in the table above will continue to be the arrangements for arriving at and leaving from the school site for the foreseeable future.

## Attendance

From the start of term your child must attend school every day. If there is a reason that they cannot, you must let the school know. Returning to school is vital for children's education and for their wellbeing.

## School Uniform

The vast majority of our students look very smart every day. Students should not be wearing leggings/jeggings or denim trousers (ie jeans) to school – regardless of what shops may label them as or how they may display them in a school uniform section. Trousers should also be full length, not skimming the ankles. Footwear should be plain black shoes or trainers – if boots are worn they

must be tucked underneath trouser legs so as to look like shoes. Students should also not be wearing earrings or facial piercings and make-up is not allowed. Whilst we are all making efforts to stop the spread of the virus, the changing rooms will be out of use so, on the days when your child(ren) has PE, they should wear their PE kit to school. We hope that students wear their uniform with pride, as part of belonging to school but also because taking pride in your appearance is an important part of preparing for a career.

In line with government guidance, students must wear a face covering in communal areas such as corridors. Students should have their own face covering and we will explain to them how these should be worn, removed and kept safely when we talk to them at the beginning of the year. The exemptions that apply to the wearing of face coverings in shops and on public transport also apply to this guidance.

### **A school day experience**

As a reminder, we have organised the school into year group bubbles. Each year group bubble will have its own set of classrooms, its designated social spaces and its own set of toilets. The Head of Progress and Pastoral Manager is also based in this part of the school. Classrooms are organised in rows and equipment will not be shared outside of the year group bubble. Each classroom will be well ventilated and contain the following items to keep the environment clean: sanitizing wipes, hand gel, tissues and lidded bins. We have increased the frequency of the cleaning rota, paying particular attention to frequent points of surface contact such as banisters and door handles. At the beginning and end of each lesson and before and after social times, there will be clear routines to sanitize workspace and sanitize hands thoroughly. All members of our school community must follow these procedures. Students must limit the amount of equipment they bring into school each day. This should be limited to lunch boxes, coats, bags, books, stationery and mobile phones (where applicable).

To keep us all safe, wherever possible, students must maintain a distance of 2 metres from adults in the school – markers and posters will support our regular reminders of this important part of keeping us all safe.

### **Symptoms and what to do**

The main symptoms of coronavirus are:

- a high temperature – this means you feel hot to touch on your chest or back
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Most people with coronavirus have at least 1 of these symptoms.  
<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

If you or any member of your household has any of the symptoms, the following actions must be taken:

1. minimising contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges



2. cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
3. ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
4. introduce enhanced cleaning, including frequently touched surfaces often, using standard products such as detergents and bleach
5. minimising contact between individuals and maintain social distancing wherever possible
6. where necessary wear appropriate personal protective equipment (PPE)
7. Get a test – get a test to check if you have coronavirus as soon as possible.

Anyone you live with, and anyone in your support bubble, should also get a test if they have symptoms <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

If a young person demonstrates any of the symptoms during the school day, they will be sent immediately to the meeting room in reception. First Aid will be notified. The student will be isolated in this room and parents/carers will be contacted to collect them straightaway. The supervising first aider will remain outside of the room but make sure they can see the student.

### **Test and Trace**

All members of the school community (staff/students/parents/carers) must be ready to and willing to:

- book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)
- Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.

Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-homeguidance-for-households-with-possible-coronavirus-covid-19-infection>)

Our school values underpin everything that we do. We know we can rely on all members of our school community to follow the guidance that we have set out to help keep each other safe. We know that everyone will take responsibility for their actions, demonstrating kindness and consideration for others at all times. This is particularly important at the school gate at the start and end of each school day when parents/carers and students must not congregate in groups.



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We are very much looking forward to the school year ahead. Please check our website for further information and please do not to hesitate to contact school.

Yours sincerely



Miss D Johnson  
Co-Headteacher



Mr N A Johnson  
Co-Headteacher



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