

Arrangements for Autumn Term 2020

We hope to open to all pupils in all year groups in the autumn term and have set out key parts of our plans below. This information is subject to change and dependent on the latest advice from Government and PHE. The College will operate very differently due to the restrictions caused by Coronavirus. Parents should read the information below very carefully and share it with their child.

1. Return Date

College is going to look and feel completely different and there are many new safety procedures to go through very carefully with the pupils. We are also conscious that the majority of our pupils will not have attended school for five months. We are therefore going to give each year group some dedicated time in College at the beginning of term. Part of this reintegration will have to include, for example, tours of the site, lunchtime procedure, explanation of routines and expectations.

Date	Open to
Wednesday 26 th August	Year 7 only- Induction Day
Thursday 27 th August	All Years

2. Zones

Pupils will be located in year group 'zones'. All lessons will be taught within these zones, with the exception of outdoor PE. Each zone will have dedicated toilets and outdoor space.

Staff will move between classes, not pupils. Pupils' movements will be limited to moving within a suite of rooms within the zone. This will minimise corridor congestion and keep pupils within the same year together at all times. Social time will also take place in zones. The key areas allocated to zones are set out below. Years 10 and 11 will have a larger zone to allow for the specialist rooms (Design/Music/ICT) needed for some of their GCSE subjects. We will carefully go through all of this with your child on their first day.

Year 7	Purple Zone	English Area
Year 8	Yellow Zone	M1,M2,L1,L2 (Foyer stairs)
Year 9	Red Zone	Science and PE
Year 10	Blue Zone	L3,ICT1,M3,M4,M5 (stairs near Principal's office)
Year 11	Green Zone	Humanities

Shared areas such as the Gym, Library, Hall and Design area will be allocated on rotation with suitable cleaning regime between use.

3. Classrooms

Wherever possible social distancing will be in place. Pupils will be in class sizes of around 25-28 and will be seated side by side and facing forwards. This follows the current government advice for schools. We will be offering the full curriculum with pupils taught in their ability groups where timetabled as such. Teaching and support staff will be crossing zones, and so we will enforce strict 2m distancing between staff and pupils.

4. Lessons

Pupils will have five lessons a day and a 15 minute Tutor Time. We have no plans to narrow our curriculum, although we are not allowed to deliver some practical lessons. With some modifications for safety purposes, we intend to continue all our subjects in some form. There will be some staggering of breaks and lunch time but the College day will remain 08.45 to 15.00.

5. Lunchtime

We will be opening our catering facilities, but only at lunchtime – no food will be served at morning break. Pupils are, of course, welcome to bring their own snacks and/or packed lunches. The water fountains will not be in use and therefore pupils will need to bring their own bottle of water.

For the first few weeks of term, the food served in the canteen will be from a 'grab and go' service to avoid use of crockery and cutlery. We will review this as the term progresses.

As part of our ongoing safeguarding measures, and also for hygiene reasons, pupils will no longer be use cash to top up their account at College and we ask parents to ensure Parent Pay accounts are topped up. Different year groups will be served separately and outdoor zones will be allocated to each year group.

6. Hygiene

Hand sanitiser will be widely available in school, although pupils are welcome to bring their own small bottles. We will be encouraging pupils to wash their hands thoroughly. We recommend that all pupils have a small packet of tissues with them each day, as shared tissue boxes in College increase the risk of spreading the virus. Hygiene routines will be encouraged and we are installing extra handwashing facilities and establishing routines for sanitizing hands and equipment.

7. Face Coverings

Government guidelines are clear that facemasks should not be worn in schools by staff or pupils. However, we will not object if pupils or staff choose to wear one. (face coverings must be worn and removed correctly) We have provided staff with clear face shields and some staff may choose to wear these, particularly in our smaller classrooms.

8. Attendance

Schooling will be compulsory for everyone and all our staff will be in College working with children. Punctuality will be extremely important as some aspects of the school day will be staggered. Remote learning will be available if a child is self-isolating or if a full or partial closure occurs.

Pupils must not attend if

- they feel unwell
- they have any COVID-19 symptoms
- anyone in their household has COVID-19 symptoms.

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. In any of these situations, please telephone the College for further advice.

9. Uniform

We will expect pupils to wear full College uniform every day. There may be occasions where we may suggest pupils arrive in PE kit to avoid use of the changing rooms.

10. Equipment

The guidance now states that pupils must have their own equipment such as pencils, pens and rulers, and these items must not be shared. We ask parents to ensure that their child comes to school with this basic equipment. It is still recommended that pupils limit the amount of equipment they bring into College each day, to essentials. Bags are allowed.

11. Behaviour

Our regular behaviour systems will be in place, but we will be extremely vigilant about any pupil who is compromising the safety of others. Individuals who deliberately put the health and safety of others at risk or those who do not comply with the procedures and measures we have put in place, may be subject to a fixed term exclusion.

12. Travel to and from College

College buses are organised through Leicestershire County Council (LCC) and not the College.

<https://www.leicestershire.gov.uk/education-and-children/school-transport>

We understand that buses will be running as normal to all pickups. Parents will receive a bus pass and information from LCC during the summer holiday. The College will encourage zones to be in place on College buses but cannot enforce this. We will also encourage face coverings but cannot enforce this. Pupils arriving on public transport must wear face coverings

Pupils arriving by car must be dropped off away from the College and walk onto the site. We will not allow drop off or pick up from the College car park for the foreseeable future.

13. Shielding

If your child has been shielding, either for their own health reasons or for reasons that someone in the family is clinically vulnerable, we have been advised that this will end. We will however be willing to talk through your needs when the new term begins and when we know the most up to date levels of infection both locally and nationally. We are acutely aware that the situation in Leicester must make us both cautious and conscious that our own context must be taken into account.

14. Symptoms

Parents should be advised that all the existing guidance regarding keeping your child at home if they are showing symptoms, ordering a Covid -19 test and isolating the whole family for 14 days still applies. We will be cooperating fully with the government test and trace scheme and a privacy notice has been included on the school website explaining what this will mean.

15. Visitors

To begin with, all communication with parents will be by telephone, text message or email. Therefore, please ensure that your details are correct on the school system, and notify us immediately of any changes. Please do not come on to the College site at all, unless you have been asked to by a member of staff.