

Our Ref: SDN/KON

5 June 2020



**ALL YEAR 10 PARENTS/CARERS**

Dear Parents/Carers

**Re: Year 10 Return to School Arrangements**

Firstly, I would like to take this opportunity to thank you for your continued support in these difficult times; it has made a tremendous difference during this unprecedented period of uncertainty knowing that our school has the support of parents and carers. Secondly, I would now like to make you aware of our initial plans for re-opening the school for Year 10. Many of you may feel apprehensive about this, but I would like to assure you that I would not consider reopening the school if I felt that your child would be put at too great a risk. Later on in the letter I will outline the measures we are taking to ensure we are following government guidance to mitigate risk both to students and staff. **This is a very detailed letter, please take some time to read it carefully.**

**Key issues for us all to consider:**

**The New Normal**

For many of us adults and students the return to Dormston will be greeted with a huge sigh of relief as we are all desperate for classroom learning to resume. Although we will want to pretend that things are back to normal, sadly this is not the case. The school will look and feel very different and we will expect our students to follow the new guidelines strictly.

**Behaviour and Well-being**

As is the case around the country, our expectation is that students and staff adhere to the 2 metre social distancing rules at all times in order to reduce the risk of transmission. It would be very useful therefore; if you were to speak to your child about the importance of following this guideline. Should students fail to follow the social distancing rules they will be required to continue their learning from home. In line with government advice, students can wear face masks should they choose to but this is **not** a requirement.

Whilst we appreciate that for many students, their return to school will be a happy occasion, we also understand that for some, the idea of returning to school following such a prolonged absence; together with their worries about the virus; is a daunting prospect. We would like to assure you that much thought has gone into what the first few days will look and feel like in order to allow students the opportunity to talk about what they are experiencing and offer suitable and timely forums for sharing their thoughts. However, if you feel your child may need additional support prior to their return, please don't hesitate to contact your child's Head of House to share your concerns. To that end, meetings with Year 10 students have already been planned and letters detailing times and expectations for those meetings will be posted shortly to any students who have requested one. If you would like your child to be involved in these 1:1 meetings with a member of staff and you have not yet confirmed your interest, please can you get in touch with your child's Head of House as soon as possible as meetings are scheduled to start on 15 June 2020.

To further assist with our smooth return to classroom learning, as you would expect behaviour expectations will remain high. This will help to build a sense of calm around the school and purpose in the classroom. Once again, your support in this matter as always is extremely welcome.



## **Hygiene**

As you would expect, there will be a greater focus on hygiene in and around the classrooms. The expectation will be that all students wash their hands before they come to school and on arrival students will be asked to use hand sanitiser.

Hand washing will be repeated several times a day for at least 20 seconds. On arrival to school all students and staff will also have their temperatures taken. In addition, classrooms will be deep cleaned before students start their day and then again at the end of the day. During the new school day, students will remain in their teaching 'bubbles' and will complete all of their lessons in the same classroom; teachers will move around classrooms rather than students. Hand sanitiser will be available for use around the school and students will be encouraged to maintain good respiratory hygiene through the use of 'catch it, bin it, kill it'.

## **Design and Layout of the Classrooms**

Classrooms have been arranged so that there is a 2 metre distance in all directions between each desk. All desks are facing forward and there will only be one chair at each desk. All work will be individual and students will not be allowed to walk around the classroom. To further avoid social contact the handing out of resources will be minimised and there will be **NO** sharing of equipment; it is essential therefore that your child comes fully equipped to each lesson. Classroom doors and windows will remain open to ensure good ventilation. Students will sanitise their hands on the way in and on the way out of lessons.

## **Uniform**

Students must wear their school uniform; however we appreciate that there will have been some growing occurring over the past few weeks and so if there are any issues relating to ill-fitting uniform or shoes, please email your child's Head-of House. Although under normal circumstances, students would be wearing their summer polo top following the Easter break, please do not worry if you do not have one at this time; a school shirt is acceptable however sleeves should be rolled up so that hand washing is thorough and effective. A tie is **not** required. Regular and frequent washing of the school uniform will be necessary. Although not a requirement, students with long hair are encouraged to wear their hair up so as to avoid touching their faces during the day.

## **Getting to School**

As far as possible, in line with government guidelines, students should not be using public transport to school. If students can walk or cycle to school they should be encouraged to do so thereby reducing potential exposure to the virus on buses and providing them with daily exercise essential for their overall well-being. Should you drop your child off at school, in order to comply with the social distancing guidelines, please can we discourage any gathering at the front of the school.

## **Moving around School**

In order to decrease social contact, we will be operating a one-way system which all staff and students will be expected to adhere to, similar to what those you may have seen in supermarkets. Then, as students enter their classrooms, they will be directed to fill up from the rear of the classroom to further minimise contact. Similarly, departure from the classroom will be staggered and students will leave from the front.

## **Lessons**

Students will have 3 one hour lessons. They will be registered by their first class teacher and NOT have a formal registration period. When students arrive, after washing their hands, they will be provided with a work book in which they will complete all of their work. This is to eliminate the need for paper to be distributed throughout the day and to help students stay as organised as possible. Students will be expected to bring this workbook back to school each day as they will not be permitted to leave them in classrooms. Students will then be directed via the one-way system to their first lesson. Their teacher will be there to greet them and direct them to their seats. There will also be no formal assemblies held in the theatre; however

assemblies will be delivered either in classrooms or via Microsoft Teams. In some cases, students will be taught by their own teacher. However, due to the complexity of timetabling, and the fluidity of staff absence due to the potential for increased self-isolation as a result of Test, Track and Trace, this cannot be guaranteed. Should this be the case, please rest assured that all lessons will be taken by a subject specialist and expectations will remain high. The emphasis of the lessons; however, will not be new content. Rather students will have the opportunity to review their learning that they have been completing at home and to consider the next stage of their learning programme in preparation for Year 11. Students will not be submitting work on paper to be marked by staff as this creates a risk of spreading the disease. Rather, staff will continue to assess students through feedback during lessons and via assessments through Microsoft Teams. **Please note there will ONLY be a quarter of Year 10 students in on any one day. This will start from W/C Monday 29 June 2020. There will be a staggered start to the day with students arriving between 8.00am and 8.30am. Students will be given an exact time as to when they need to arrive. The school day will finish at 12.20pm. Your child should ONLY attend on their allocated days. Further details of the new Year 10 timetable including the days when your child will be in school will follow shortly.**

### **Mobile Phones**

Mobile phones will **not** need to be handed in. However, it is the expectation that they will remain in bags and on silent unless directed otherwise by their teachers. At no point should phones disturb learning.

### **Break and Lunchtimes**

In order to continue reducing the potential for transmission throughout the day, students will **not** be allowed outside during their break times. They will be expected to stay in their teaching 'bubble' and only 'socialise' with other members of their class. Food will **not** be available from school and so **all students will be required to bring in their own packed lunch, snacks and drinks**. Staggered toilet breaks will be built into the day and staff will issue hand sanitiser as students enter the toilets. Students will then be expected to wash their hands after using the toilet before returning to class.

### **At the end of the School Day**

Once students leave the school site, staff will be on duty to monitor students' adherence to social distancing. Please can you support us with this by speaking with your child about the fundamental importance of this rule. There will be no extra-curricular activities so as to further reduce any potential risk. Once all students have left the site, the school will once again be cleaned in readiness for the following day. Students must go straight home and not congregate in Sedgley as this would be against social distancing rules and increase exposure and transmission of the virus.

### **If your child feels unwell**

Should your child show any symptoms of Covid-19 during the school day, they will be directed to a designated area where they will be in contact with a member of staff wearing Personal Protective Equipment (PPE). Parents/Carers will be contacted and you must collect your child from the site immediately. We will not allow the child to travel home alone. First Aid for any other illness or ailment will operate in broadly the same way although staff will wear a face mask if breaking the two metre distancing is required. Should a case of Covid-19 be confirmed in school, your child's class and their teachers will need to self-isolate for 14 days. We will contact you should this become necessary.

### **What if my child is vulnerable or has an EHCP**

The government published guidance on 15 May 2020 that stated 'vulnerable children and young people across all year groups continue to be expected to attend educational provision where it is appropriate for them to do so'. Therefore, I would recommend where possible (that is, where there are no shielding concerns for your child or your household and following a risk assessment for your child should they have an Education Health and Care Plan) for Year 10 students to return to school if they are a Looked After Child, have an EHCP or for those assessed as vulnerable (those with a social worker), so that they can gain the educational and well-being benefits of learning at school.

In the meantime our intention for home learning remains the same – we will continue to set work on Go4Schools, maintaining students' knowledge and skills, as well as providing them with a sense of normality during this unsettling time. As you can see, all precautions will be taken to keep the school as safe an environment as possible; however there will always be an element of risk and should you decide not to send your child to school you will not be fined at this time, in line with the current guidance. We will contact you if your child does not attend school as we would normally do should you not inform us of your child's absence.

In light of this information regarding what our school will be doing to welcome back Year 10 students, we hope that you can now make an informed choice on your next steps. To that end, we will shortly be sending out a questionnaire to ascertain how many parents/carers will be sending their Year 10 child back to school. **It is essential that we have full return of this questionnaire so that we can continue with what you can appreciate is complex and detailed planning. Your decision as to whether you are sending your child into school needs to be final as we will use this to keep registers and to plan staffing. This decision will remain in place for the final 3 weeks of the summer term. This survey will follow shortly and you have until Wednesday 10 June 2020 to respond.** Should you decide NOT to send your child back to school, you will not be fined but there is the expectation that students who don't return are learning from home, and not meeting up with friends or hanging around outside the school during the day.

We would like to thank our students for the resilience they have shown over the last 2 months, and you for your support and encouragement. We will, as always, keep you informed of any future developments.

Stay safe.

Yours sincerely

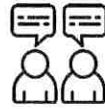
A handwritten signature in black ink, appearing to read 'S Dixon', followed by a period.

**Mr S Dixon**  
**Head Teacher**

## Why can more children go to school?



It is good for children's mental wellbeing.



It is good for children to socialise with other children.



School is the best place for them to learn.

## What has changed?



End of June

Year 10



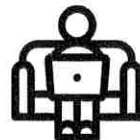
Key worker & vulnerable children

From June 15<sup>th</sup> we will be inviting Year 10 Students in on an individual basis to receive 1:1 academic support from a member of teaching staff. From June 29<sup>th</sup> we will welcome back all of Year 10 students on a rota basis. School will still be open for key workers' children and vulnerable children.

## What about their brothers and sisters?



Only children mentioned above.



Children in years 7 - 9 need to stay at home



We will continue to set work for students to access from home

## How are you making sure school is safe?



We will check for risks before school is open.



Everyone will wash their hands regularly. Hand sanitiser will be available in all classrooms



If a child or family member is sick they can not come to school. No visitors will be allowed on site



School will be cleaned regularly.



There will be less students in a room together.



We will be taking the temperatures of staff and students when they arrive in school.

## Does my child have to come to school ?



If your child is well and in one of the groups asked to attend they should.



There will be no fines if your child does not go to school.

## Will my child be tested ?

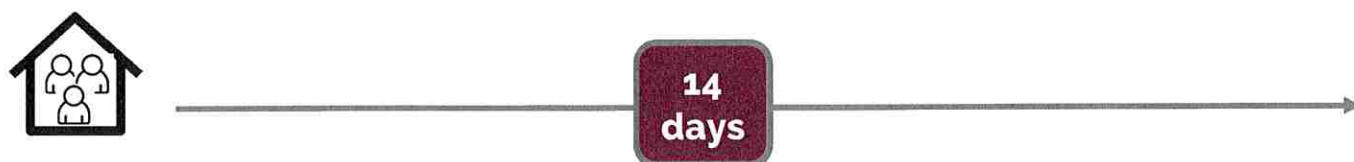


All staff and children will have temperatures taken on arrival at school. If they display a temperature they will be isolated and will ask for you to collect immediately. The same applies if they develop symptoms of persistent cough or loss of taste/smell

## What if there is a case of Coronavirus in school?



The person with symptoms must self isolate for 7 days.



The people they live with must self isolate for 14 days.



If anyone at school tests positive, the whole class must self isolate for 14 days.

## What else might change?



We will be having staggered start and end times.



Your child may have a different classroom & teacher.



They may not have all their normal lessons.



Lunch will not be provided. Those who receive FSM will continue to receive Edenred vouchers.