

REOPENING OF SCHOOL SEPTEMBER 2020 – INFORMATION FOR PARENTS

UPDATED 4 SEPTEMBER 2020

KEY PRINCIPLES

Student grouping (bubbles)

Students will be kept in year group 'bubbles'; they will only attend lessons with students in one half of their own year group and have social times and lunchtimes with their full year group only.

Curriculum

Students will receive full timetabled lessons of the full curriculum but there will be some limitations/changes in practical subjects. There will also be some small changes to the school day to allow some staggering of entrances and exits.

Hygiene

Handwashing/hand sanitising will take place before and after school, before each lesson, before and after lunchtimes and breaks and after going to the toilet. We will work with the students about good respiratory hygiene: Catch it, Kill it, Bin it. Teachers will wipe down hard surfaces in classrooms in between lessons.

Cleaning

Enhanced cleaning of regularly touched surfaces and toilets will take place every day and throughout the day. Bins in classrooms will be emptied as required.

Home-School Agreement

There has been a home-school agreement issued for parents/carers to sign that establishes our expectations of your child in school and our expectations of families where a member of a family may display some symptoms - it is essential that all families comply with this to protect our community.

Track and Trace

We will engage with the Track and Trace system and work with our local health protection team if there is a confirmed case and we will communicate any confirmed cases to all parents.

OPERATIONAL INFORMATION

School Day

Arrival

Students will be directed to a year group space as they arrive to school by the Senior Leadership Team and duty staff from all three entrance points. Areas will be marked and colour coded - students in each year group will wear a badge of matching colour.

There will be wet (W) and dry options (D) for students to wait in. Hand hygiene will take place; there are approximately 30 outdoor plumbed washing stations and hand sanitiser is also in each base.

Students will begin their school day at different times. Year 7, 10 and 11 will arrive for 8.45

Those students that arrive early should go directly to their bases, passing and using the hand washing stations.

At 8.45 Years 7, 10 and 11 will go to their form rooms for form assembly or straight to the main hall for a year assembly. Hand sanitise on entrance.

Year 8 and 9 will arrive to school for 9.05. They will go to their base if they arrive early.

Lessons and breaks

Period 1 will run from 9.05 until 10.05.

Period 2 will extend to one hour 15 minutes to include break. Each year group will have a 15 minute break.

At 10.05 Year 7 go to the canteen for 15 minute break and Y8-Y11 go to period 2.

At 10.20 Year 8 go to the canteen for 15 minute break.

At 10.35 Year 9 go to the canteen for 15 minute break.

At 10.50 Year 10 go to the canteen for 15 minute break.

At 11.05 Year 11 go to the canteen for 15 minute break.

At 11.20 Period 2 begins for all.

At 12.20 Lunch 1/Period 4a begins. Year 11,7 and 9 on first lunch. Years 8 and 10 in period 4.

At 1.15 Lunch 2/Period 4b begins. Year 8 and 10 lunch. Years 11, 7 and 9 in period 4.

At 2.10 Period 5 for all.

At 3.10 Years 7, 10 and 11 dismissed unless they have a 10 minute detention. Years 8 and 9 go to form/assembly.

At 3.30 Year 8 and 9 dismissed unless they have a 10 minute detention.

	Year 7	Year 8	Year 9	Year 10	Year 11
8.30 to 8.45	Tarmac by gym (D) Main Hall A(W)	Tennis courts	Hockey pitch	Front field (D) Canteen (W)	Main field (D) Library (W)
8.45 to 9.05	Form time/assembly	Tennis courts (D) Canteen (W)	Hockey pitch (D) Marquees (W)	Form time/assembly	Form time/assembly
9.05 to 10.05	Period 1	Period 1	Period 1	Period 1	Period 1
10.05 to 11.20	Period 2 (10.05 break)	Period 2 (10.20 break)	Period 2 (10.35 break)	Period 2 (10.50 break)	Period 2 (break 11.05)
11.20 to 12.20	Period 3	Period 3	Period 3	Period 3	Period 3
12.20 to 1.15	1. Main Hall A(W) Tarmac by gym (D) 2. Canteen 3rd	Period 4	1. Marquees and Hockey Pitch 2. Canteen 2nd	Period 4	1. Offsite/Canteen 1 st . 2. Library
1.15 to 2.10	Period 4	1. Main Hall B (w) Tarmac by gym (D) 2. Canteen 2nd	Period 4	1. Canteen 1 st 2. Marquees/ Hockey Pitch	Period 4
2.10 to 3.10	Period 5	Period 5	Period 5	Period 5	Period 5
	Leave site	Form time/assembly	Form time/assembly	Leave site	Leave site
3.30pm		Leave site	Leave site		

Wednesday B Week early closure

We will still be finishing early on B Week Wednesdays for staff continuous professional development. We will share full details of the timings for these days in due course.

Breaks

All students will receive a break time and a lunch time. These will be staggered to enable cleaning between groups. Some students will eat at the normal lunchtime and some students will be taught then and have lunch during period 4. All students will have four lessons of an hour and one of 55 minutes. Break will last 15 minutes and lunchtime 55 minutes.

Social distancing during break times

Students will be within their year group bubbles only during break and lunch time and will spend their time in their year group area of the school. Students will be encouraged to maintain their distance between themselves at all times and duty staff, and the Pastoral and Senior Leadership Teams, will address any students who deliberately make physical contact with another student. Expectations will be made clear to all students during the extended Form period on their first day.

Seating

Students will be seated in classrooms facing the front of the classroom in most rooms. In a few rooms (e.g. PC rooms), some students will face the wall. Students will not face one another in any classrooms.

Distancing by teachers

Teachers will try to maintain 2 metres distance from the students and minimise any time spent in closer proximity to students.

Moving around school

There will be a one-way system around school to try to alleviate the challenges of busy corridors; students will move as far as possible in year group bubbles to the next year group space.

Toilets

All students should ask their class teacher to be excused from the lesson to use the toilet as required. They will be issued with a "corridor slip" to excuse them from the lesson and this will be destroyed on the students' return to the lesson. A record will be kept and forwarded to the Pastoral Team each week so that we can ensure this system is not abused. Students should not wait for break or lunch time as we do not want large groups of students congregating in the toilet area. Students with medical conditions which require toilet access will be issued with a personal corridor slip.

Uniform

All students will return in full school uniform after summer as per government guidance.

Face coverings (updated)

Please also see the email sent on 2nd September and accompanying letter from CYC.

As notified in the email on 2 September, the school is following recommendation from City of York Council, itself based on WHO advice, that:

- students should wear face coverings (masks) in between lessons and in indoor communal spaces at break and lunchtimes.
- Masks should be stored in a sealed plastic bag when not in use

The email of 2 September has full details of the school's expectations about the safe and appropriate use of face coverings, which can also be found in the 'letters' section of the school website.

There is no expectation that students will wear face coverings during lessons, but they may do so if they wish.

Equipment

Students will not be able to borrow basic equipment or use shared resources. Students will be expected to have all of the basic school equipment and this will be checked in form period. If a student does not have the basic equipment they will be given the item and a ten minute detention. Because no equipment can be borrowed by students, we recommend that students have their own coloured pencils or pens and a scientific calculator, although this will not be checked for as part of students' essential equipment.

All students will be given a teaching and learning pack that contains their own individual white board, pen, glue and scissors to take part in class activities. These will be kept by the student and it is the students' responsibility to replace or replenish items that are lost or run out.

Students will not be able to borrow calculators, dictionaries or thesauri in lessons. We will be allowing students to use their mobile phones for teaching and learning when directed by the teacher. Students will be expected to have their phones away at all other times. If students are using their mobile phones when not instructed by their class teacher, students will be instructed to place their phone in a clean biodegradable bag and it will be taken to the main school office for collection after school.

Some resources that cannot be cleaned after use, such as textbooks, will be used by teachers for a specific year group bubble. Items such as art equipment, sports, tools in design technology, will be thoroughly cleaned after use.

Form time for Year 8 or 9 students

At 9.05, Year 8 and 9 students go straight to Period 1 where their teachers will do their register, read any notices/room changes for the day and complete the normal essential form time checks. Y8 and Y9 Form Tutors will also complete form checks during the afternoon form period.

PE

There will be no changing facilities initially for PE. Students should bring their trainers for light exercise.

Students with vulnerabilities

We will speak to any parent who has concerns or any parent where there are concerns about vulnerabilities and how we can support them; we have met with some students who we know will struggle to return to school and for whom persistent absence may be a problem.

Students with special educational needs

All students who are used to having support in lessons will continue with this arrangement. Students can, similarly, continue to benefit from using the Inclusion Support Classroom. The difference is that Support Rooms will be split by year group, so that students can learn out of the classroom or benefit from an intervention but within their year group.

Travelling to and from school

Students are advised to travel by foot or to cycle to school and to avoid public transport where possible. If parents or carers drive to school, please do not drive down Nunthorpe Avenue or onto Philadelphia Terrace to avoid congestion.

Siblings

Siblings in different year groups can arrive together and go to their different bases. If students wish to wait for their siblings, they should wait near to their preferred exit gate which will be supervised by duty staff.

Canteen food offer

We will be serving a range of hot and cold food at break and lunchtimes. The menu will be more limited than normal, and full plated dinners will not be available but there will be different 'grab and go' hot food options offered each day.

Free school meals

Free School Meals will still be provided to all eligible students.

Parents' evenings

There will not be any parents' evenings in the first term but we hope to be able to have parents' evenings in the second term, after Christmas.

Students feeling unwell or displaying symptoms of COVID19

The student identified will be taken to the medical room and parents / carers will be contacted and asked to collect their child immediately. We appreciate your support with this in ensuring we have two current contact details available in school (email admin@millthorpe.southbank.academy if necessary). The home school arrangement details what you are required to do before the student returns.

BAME students

We are aware that students from certain ethnic groups, such as black and Asian students, are at greater risk than others. Currently there is no specific guidance in this regard but we will continue to monitor national and regional guidance and share this with parents/carers as soon as it becomes available.

Detentions

There will be revised arrangements for detentions – see the separate document for full details.