

1 SEPTEMBER WHOLE SCHOOL OPENING - KEY PRINCIPLES

- 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.
- 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.
- 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.
- 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.
- 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.
- Teachers will try to maintain 2 metres distancing from the students and minimise any time spent in closer proximity to students.
- Teachers will be offered a visor should they choose to wear one. In line with current government guidance, we are not requiring or recommending that students wear any face covering. If students wear a clear visor it must be cleaned on arrival. We will continue to review government guidance regarding face coverings and if this changes, for example to allow staff and students to wear face coverings if they choose, we will change our approach accordingly and let parents know.
- 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.
- Enhanced cleaning of regularly touched surfaces and toilets will take place every day and throughout the day.
- 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.

- 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.
- We will speak to any parent who has concerns including about any vulnerabilities his or her child may have and how we can support them; we have met with some students who we know will struggle to return to school and for whom regular attendance may be a problem.
- 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.
- All students will return in full school uniform after summer as per government guidance.

2 KEY QUESTIONS

Why are the children following their normal timetable and based in their normal classrooms and groups?

There are only a few clusters/bands of students in KS3 so group mixing within the year group is limited by the way that we set children. They are already only taught in half year groups and often in one group for several lessons by the design of the timetable.

We considered having instead students remaining in one group and one base throughout the day, with staff moving around at each crossover but this has a number of disadvantages:

- Staff having to move each lesson, bringing their resources and setting up each time, making it much harder to establish good learning behaviour in the lesson and prompt starts
- Classrooms potentially left unsupervised during crossover; this could lead to safeguarding concerns
- Potential negative group identities could emerge or dominant individuals; some variety of group adds to the potential for wider student voice and contribution
- Reduced opportunities for students to move around, loosen up and get a little exercise between lessons
- Students would mix in whole year groups at break and lunch time anyway

As such, we feel that on the balance the limited benefits of this approach do not outweigh the detrimental impact on student and staff wellbeing.

This will mean that staff will have to wipe down spaces in between lessons. We will supply gloves and wipes/cleaning spray and paper roll to simplify this.

A one-way system will limit the crossing of paths and they will generally move alongside their bubble in one direction, with and staff supervision on the corridors as teachers manage their spaces.

How will the day look?

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 40 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.

Students will hand sanitise on entrance to all lessons. Teachers will wipe classrooms down after each session.

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. Teachers will have to go to break with students but should share supervision to allow teachers to have toilet breaks.

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.

What does the timetable look like?

	Year 7	Year 8	Year 9	Year 10	Year 11
8.30 to 8.45	Tarmac area by Main Hall (D) Main Hall (Area 1) (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 (11.05 break)
11.20 to 12.20	Period 3	Period 3	Period 3	Period 3	Period 3
12.20 to 1.15	1. Main Hall (Area 1) (W) Tarmac area by Main Hall (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 (Area 2) (W) Tarmac area by Main Hall (D) 2. Canteen 2nd	Period 4	1. Canteen 1 st 2. Marquees and 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		

W=Wet; D=Dry

What will happen if a child tests positive for Covid 19? Will all children in the year group be sent home?

If a child tests positive for COVID 19 we will follow the advice of our Public Health Officer from CYC and government guidelines. We will notify all parents if there is a confirmed case in school and the year group that the child is in. Once it is clear, we will know how Track and Trace will work in this context.

What will happen if my children have different start and end times but want to arrive and leave school together?

Children 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.

Will you be serving food at break and lunchtimes?

We will be serving a range of hot and cold food at break and lunchtimes. Over the summer, we will be working out the details of how to serve this safely, and whether this has any impact on what food we are able to offer, and will let parents and students know before we return in September.

Will there be parents' evenings next year?

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.

My child receives a free school meal. Will this still be provided?

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

My child has Special Educational Needs. How will they be provided for?

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 class room or benefit from an intervention but within their year group.

What happens if a child feels unwell or displays 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@millthorpeschool.co.uk if necessary). The home school arrangement details what you are required to do before the student returns.

What do I do if my child is clinically vulnerable?

In school we have records of all medical needs which you have shared with us. We are writing a risk assessment which details how we will minimise risks further for your son/ daughter. We are currently awaiting further regional guidance but we will share the risk assessment with you before September.

What do I do if my child is a member of the Black and Ethnic Minority community (BAME) ?

We currently hold information on your child's ethnicity, which you provided when your child joined school. We will share this risk assessment with you before September for consultation, further to additional guidance.

What will happen with detentions?**Behaviour detentions**

Each year group will have 2 behaviour detention nights per week, which will be staffed by SLT/Pastoral. Students will only be in a detention room with students in their year group bubble. Parents/carers will be notified when their child is serving a one-hour after school detention. To fit in with the staggered start/finish times, the detentions will run as follows:

Day	Year
Monday	7
Monday	10
Monday	11
Tuesday	8
Tuesday	9
Thursday	7
Thursday	10
Thursday	11
Friday	8
Friday	9

Homework "detentions"

If a student fails to complete their homework, they will be given a 10 minute detention by their teacher and given an extension, as normal. As part of the 10 minute detention, staff will be clear that if students do not meet the extended deadline, they will be booked into the after school homework room to complete the homework. If the student fails to meet the extended deadline, they will be instructed to attend their "Year Group Homework Room" at the next available opportunity. Parents will be notified that their child is staying behind after school for up to an hour. Tutors will inform their tutees of their "homework room booking" during form time and remind them to attend. Tutors will be informed if their tutee fails to attend so that they can follow this up and re-book a place at the next available time slot. Tutors will contact home if a student fails to attend the homework room as instructed and need to go the next available time. Each Year group will have its' own homework room running 2 nights per week as follows:

Day	Year
Monday	8
Monday	9
Tuesday	7
Tuesday	10
Tuesday	11
Thursday	8
Thursday	9
Friday	7
Friday	10
Friday	11
Friday	11 PP Study Group

10 minute detention

Students in Y7, 10 or 11 will be informed that they have a 10 minute detention by their Period 5 teacher and instructed to return to their Form Room at 3.10pm to complete the 10 minute detention with their Form Tutor. A student will be issued with a one hour detention if they fail to attend this 10 minute detention, as usual.

Students in Y8 or Y9 will be kept behind after afternoon Form time and will serve their 10 minute detention with their Form Tutor 3.30-3.40pm

How will you communicate with the children about Health and Safety?

We will be contacting parents/carers via email during the week of 17-21 August with an update and we will ask that you share any Health and Safety information with your child from this communication. Additionally, all students will have an extended Form Period during the whole morning of their first day back in September where Form Tutors will deliver a presentation about vital Health and Safety information and changes to our behaviour policy.

When can my child go to the toilet?

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.

If my child is in Year 8 or 9 and doesn't see their form tutor in the mornings, how will they get necessary information?

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.

When the students are at break time or lunchtime, how will they social distance?

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.

How will school avoid contamination from equipment that is used?

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 whiteboard, 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. We will ask parents for a contribution towards the cost of providing these packs (via ParentPay in September).

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, these will be confiscated in a clean plastic bag and 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.

My child has not completed all of the work set during the lockdown – how can you help him/her to catch up and not be left behind?

All of our teachers are already planning their curriculum for September 2020. We know that there will be gaps in learning and that a number of our students will be anxious and lacking confidence about their learning. We do not expect students to have completed every piece of work that has been set in each subject during the lockdown. We want to reassure students that anything that they have done will really help them come back in September, but they do not need to ‘cram’ or complete a ‘catch-up’ programme this summer. The best thing for our students and their families is to have a break and enjoy a holiday away from school work on a computer screen.

Our curriculum and the teaching and learning strategies planned by our teachers will ensure that we assess the knowledge and understanding of all of our students carefully and sensitively and plan opportunities for students to catch up on missed work as well as building the skills and competencies they need to feel successful and confident learners.

All of our students will be set up with a Google Account when they return in September and we are planning to utilise this platform to maximise its potential for teaching and learning in the classroom and for home learning. It will enable our students to access their lessons from anywhere, communicate directly with their teacher, receive direct feedback on their work and securely access resources in a variety of formats planned by their class teacher.