



Information for Parents/Carers and Students about the Return to School in September

The Government have stated that from September 2020 students in all year groups are to return to school for full time education.

The safety and well-being of our school community are our priority as we prepare to admit the students back to school. Throughout the return we will be working with parents, carers, students and staff to ensure the highest standard of infection control, all of which are detailed below.

When does my child return in September?

Year 7 and Year 12 will return at **8:40 on Wednesday 2 September 2020**

Y8, Y9, Y10, Y11 and Y13 will return at **8:40 on Thursday 3 September 2020.**

Do I send my child to school?

We understand that some of you may be worried about sending your child to school. We want to reassure you that full risk assessments have been completed and the highest standards of infection control will always be implemented. The government expectation is that all students return to school unless they are showing symptoms of COVID 19 or are unwell with other illnesses.

To ensure the health and safety of our school community we are insisting on the following conditions:

- Do not send your child to school if they are experiencing a new, continuous cough; high temperature; or a loss of, or change, in their normal sense of smell or taste. The government has announced that anyone with symptoms of coronavirus is now eligible to book a test. A coronavirus test can be booked here: <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- Do not send your child to school if they have recently been in contact with someone who has the virus. They will need to self-isolate for 14 days.
- If your child shows symptoms at any point from September, please inform their Head of Year so that school can take the necessary precautions.
- The Heads of Year are as follows:

Cohort	Head of Year	Email address
Year 7	Mr Shone	Matthew.shone@groveschool.net
Year 8	Mrs Phillips	Bev.phillips@groveschool.net
Year 9	Mrs Young	Rebecca.young@groveschool.net
Year 10	Mr Duerden	Paul.Duerden@groveschool.net
Year 11	Mr Littleford	David.littleford@groveschool.net
Year 12 and 13	Mr Rayner	Andy.rayner@groveschool.net

What do I need to do to prepare for my child returning to school?



This will undoubtedly be a challenging time for everyone involved. The additional measures and pressures placed on staff and students cannot be under-estimated. To alleviate some potential problems, we need the following to take place:

- Students must be arrive to school with a full set of equipment listed below:
 - clear pencil case
 - pens (3 black or blue, 1 green and 1 purple)
 - pencil
 - rubber
 - ruler
 - highlighter
 - compass
 - protractor
 - Scientific calculator (Casio FX-991EX, Casio FX-83GTX or Casio FX-85GTX)
 - A book to be read in DEAR time (Y7 – 10 only)

- Optional items that you may want your child to carry are:
 - Hand sanitiser
 - Packet of tissues
 - A bottle for water.

TEACHERS ARE NOT PERMITTED TO ISSUE EQUIPMENT SO IT IS IMPORTANT FOR STUDENTS TO BRING THEIR OWN.

- Pupils are to wear a **full school uniform** as described on the school's website except for the day(s) when they have practical PE.

- During the days when students have a practical PE lesson, they are required to arrive in school in their PE kit and wear this throughout the day.
This will include:
 - Shorts, **with or without** the base layer underneath, up until October half term
 - Shorts, **with** the base layer underneath, from October half term
 - The school assigned PE top
 - Should pupils wish to wear additional layers during cold weather they can wear their school blazer or a coat.

For the first part of the academic year 'skorts' will not be permitted. This will be reviewed throughout the year.

Can parents come into school without an appointment?

Where possible meetings between parents and staff will be conducted over a virtual platform.

Where this is not possible or in situations when a face-to-face meeting is required social distancing will occur and the meeting will be by appointment only.

To ensure social distancing is adhered to can parents please ring the school to book an appointment (virtual or otherwise) to discuss any issues with the appropriate person/ people. Please do not visit reception in person without an appointment.

What are the arrangements for my child in school from 1 September?



All the guidelines suggested by the government are being followed and a robust risk assessment has been completed.

The main advice is to keep year groups in 'bubbles' so your child will be based in zones with their year group for their lessons, break and lunch. They will not be allowed to mix with other year groups during the school day.

Procedures when arriving to school

Transport to and from school

If students are walking to school, they should always practice social distancing which means being at least two metres apart from other people outside of their year group bubble. Encourage your child not to be tempted to hug friends whom they haven't seen for a while. Students are to enter the school grounds from their designated entrance shown in the table below.

If travelling by car only parents of Y7 students will be permitted to enter the school grounds and drop their child off. Y7 parents will use the back gate only. With the exception of buses, no traffic will be permitted to enter the school grounds via the front (main) entrance. This is to ensure the safety of the students who will be using this area to socially distance from one another.

Can all other parents please find a safe and suitable place to drop their child off within close proximity to the school? This may mean that your child must walk for 5 minutes or so to get to school. As a school we cannot state places for you to drop off your child that we do not own, however perhaps the utilisation of any nearby car parks might be a good idea.

If travelling by school transport or taxi it is important to follow the safety instructions given by the local authority that were communicated earlier this week.

The students will enter the grounds via different gates.

Below is information about which gates students need to use and the zones they will be located in during the school day:

Cohort	Zone	Entrance and Exit	Break Time Venue
VI form	Grove House	Front gate to Grove House	Field by Grove House
Year 11	D Block	2 nd Back gate further down Great Hales Street by the bungalow near to D block	Tennis courts and decking area Wet weather – D03&4
Year 10	C Block and M02	Back gate (back car park will be use for 7 drop off)	Back car park (staff will be asked to park at a place tbc) Wet weather – C05&6
Year 9	English	Front gate	Front field (end nearest bus park) Wet weather – drama studio
Year 8	Mathematics	Front gate	Front field (opposite flag poles) Wet weather – hall



Year 7	S Block	Back gate	'Dip' side of the field
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The senior leadership team will be on duty welcoming students and giving directions on where to go.

- On the school premises social distancing will always be observed in line with the latest government guidelines. Students will keep themselves two metres away from others who are not in their year group 'bubble'.
- Students will always observe the health and safety procedures.

Classroom Procedures

To limit the potential transmission of Covid-19 all pupils will be placed in year group bubbles and contained within zones. For lessons without a practical element the expectation will be that teachers move between classrooms whilst the pupils stay within their zones. Where possible, and safe to do so, practical lessons will take place.

The pupils will be informed of the exact location of each of their lessons upon their return in September.

The latest government guidelines states that pupils can sit next to one another within a classroom. The only stipulations are that the classrooms are set out in rows facing the front and that pupils always remain facing the front of the room .

Procedures on entering the classroom

- Your teacher will greet you, while socially distancing, and advise you of where you will be sitting for the duration of the lesson.
- When you go into the classroom you will sanitise your hands, pick up a tissue, and a paper towel, and go to your desk.
- Your teacher will have sprayed the tables with disinfectant. Before sitting, wipe the chair and desk with the paper towel and place it at the end of your desk. This will be disposed of by you at the end of the lesson.
- Then remove your pencil case and books from your bag and store your bag under the chair.
- There will be safety briefing sheet on the desk reminding you of the rules to be followed during the lesson. Your teacher will read through this at the beginning of every lesson.

During the lesson

- You will not leave your seat and social distancing will always be observed.
- Only use your own equipment throughout the lesson.
- Complete your work in your exercise books.
- If you feel unwell during the lesson, put your hand up and inform the teacher who will alert the senior team.
- If you want to go to the toilet during the lesson put your hand up and ask your teacher. There can only be two students in the toilet at any one time so if there are already two students in there you will wait quietly outside until you can go in.
- Avoid touching your face.
- If you sneeze, cough or need to blow your nose remember 'Catch it. Kill it. Bin it.' Use your tissue and place it on top of the used wipe at the end of your desk.
- Put your hand up and ask the teacher if you can sanitise your hands.
- The teacher will give you permission to do so.



- Get up, pick up your tissue and wipe, go to the bin, place the tissue and wipe in the bin and then use the hand sanitiser to clean your hands.
- Return to your seat as quickly as possible observing social distancing.

Exiting the classroom

- At the end of the lesson await directions from your teacher.
- Every student will be dismissed separately.
- On instruction to leave, stand up, place your pencil case and exercise book in your bag, put your chair under the desk, put your wipe in the bin, **sanitise your hands** and leave the classroom via the door indicated by your teacher.

Arrangements for the first week back in September

Wednesday 2nd September 2020 at 8:40

All Y7 and Y12 will be welcomed back to the school.

Y7 will enter via the back gate where they will be greeted, asked to congregate (weather permitting) by 'The Dip' and later escorted to their base (S-Block)

Y12 will enter via the main gate and make their way to Grove House.

Thursday 3rd September 2020 at 8:40

All other year groups welcomed back

Y8 will enter via the main gate, asked to congregate (weather permitting) on the front field to the left of the flags and later escorted to their base (Mathematics).

Y9 will enter via the main gate, asked to congregate (weather permitting) on the field by the bus drop off and later escorted to their base (English).

Y10 will enter via the back gate, asked to congregate (weather permitting) on the back car park (the cars will not be parked elsewhere) and later escorted to their base (C-Block and M02).

Y11 will enter via the back gate further down the road, asked to congregate (weather permitting) on the tennis court or decking area and later escorted to their base (D-Block).

Y13 will enter via the front gate and go to Grove house.

Unfortunately, due to current guidelines, we are unable to allow any pupils on site each morning until 8:20

Will these plans change?

Not before September. All subsequent plans are subject to change following any guidance that is received from central government.

Break and lunch arrangements

What are the arrangements for paying for lunch and break time snacks?

The most hygienic way of paying for lunches and snacks is by using the thumbprint portals. These will be wiped by the lunch time staff after every use.



Please ensure that your child has funds on their WisePay account. If you need assistance with accessing WisePay please contact Rachell.giles@groveschool.net

The cash top machine in school will not be in use.

If you have issues with accessing WisePay over the holidays your child will be allowed to use cash at the tills points within the first few days **as a very last resort** while you resolve the issues with the access to your account.

Students will be able to purchase food from either the Bistro or the hall. These will be staggered to ensure:

- No two year group 'bubbles' will be in the same venue at the same time
- There is adequate time for the catering staff to clean the venues prior to the next year group entering.

The exact timings of break and lunch will be confirmed in September but rest assured that they will be having the same amount of time as previous years.

If your child has any condition (diabetes for example) where they need to eat at a specific time, there need will be taken care of.