

27 August 2020

Dear Parent or Carer,

I hope that you have been able to enjoy a relaxing and restful summer holiday and that your son or daughter is excited about returning to school in September after a long period of closure. Despite being able to open to all pupils, things will still be far from 'normal'. However, we are incredibly excited to welcome our young people back into school and we are looking forward to inspiring and supporting them in classrooms.

This letter follows on from our previous letter dated 15 July 2020, and is intended to confirm the final details of the framework we have put in place to provide proportionate protective measures for pupils and staff when the school reopens to all pupils in September 2020.

Overarching principles

- To reduce the number of contacts between pupils and staff whilst delivering a broad and balanced curriculum.
- To maintain social distancing wherever possible.

Minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend school

Pupils and staff must not come into school if they have coronavirus symptoms or have tested positive in at least the last ten days.

If anyone in school becomes unwell with a new and persistent cough or a high temperature, or has a loss of, or change in, their normal sense of smell or taste, they will be sent home.

Further details are available on our school website.

Minimise contact between individuals and maintain social distancing wherever possible

We have attempted to minimise contacts and mixing between pupils and staff whilst delivering a broad and balanced curriculum. Pupils will be kept separate (in 'bubbles') and there will be minimal movement around the school site (further details below).

Break time will be staggered during Period 2 and lunch time during Period 4. Pupils will have their break and lunch within their year group and will not have contact with the other year groups.

Pupils are expected to maintain distance and not touch their peers when arriving at and leaving school, and during break and lunch times (wherever possible).

Measures for arriving and leaving school

All pupils should arrive at school no earlier than 8:35am. It is not possible to have a large number of students on the school site before the start of the school day without supervision. Breakfast club is available to pupils from 8.15am. However, in order to plan provision, we ask that parents inform us of their intention to send their child to breakfast club at least 24 hours in advance (parents can book before and after school provision using the School Gateway app up to 7 days before – full details are on the school website).

The school gates will open at 8.35am. It is very important that pupils and parents do not gather in large groups outside of the school gates where social distancing may not be possible.

Upon arrival at school pupils should make their way immediately to their zone and to their first lesson. Pupils are not allowed to access any part of the school site outside of their dedicated zone.

When making their way to their dedicated zone, pupils should avoid close face-to-face contact with their peers and should minimise time spent within one metre of anyone.

Our staff will supervise movement around the school site at the start of the school day.

The end of the school day will be staggered. Teaching staff will escort pupils off the school site as follows:

- Years 9 and 10 will leave at 2.55pm.
- Year 11 will leave at 3.00pm.
- Years 7 and 8 will leave at 3.05pm.

Pupils are expected to leave the school site immediately at the end of the school day and avoid gathering in large groups where social distancing may not be possible.

The Study Centre will be available to pupils until 5pm Monday to Thursday and until 4pm on Fridays. However, in order to plan provision, we ask that parents book a place in the Study Centre each day at least 24 hours in advance using the School Gateway app.

Consistent groups

All pupils will be organised into year group bubbles. Each year group bubble will be located in a dedicated zone. Pupils are not permitted to access any zone other than the one they have been allocated.

Key Stage 3

Pupils in Key Stage 3 will be further organised into class sized bubbles. We recognise that pupils will spend their social time in the wider year group bubble and that may raise questions about the need for class sized bubbles. However, we believe that separating groups is not an 'all-or-nothing' option and that separating pupils during lesson time will still bring benefits.

Pupils will be organised into mixed ability groups for all subjects. This is a temporary measure while the school moves from almost complete closure to full opening. We recognise that mixed ability grouping may raise concern from some of our parents, however there is very little evidence to support the effectiveness of setting and almost complete agreement that it is the quality of the teacher that has the greatest impact on pupil learning and achievement. We will continue with our relentless focus on behaviour and quality of teaching when we return in September, so that all of our pupils receive the high quality teaching they will need to be successful.

Key Stage 4

Students in Key Stage 4 will move between the classrooms in their zone so that they can continue to be taught in their options subjects.

Zones

Zone 1	Year 7	Ground floor of the Old Hall (rooms 1, 2, 3, 4, 5)
Zone 2	Year 8	Second Floor of the Old Hall (rooms 11, 12, 13, 14, 15)
Zone 3	Year 9	Mathematics corridor (rooms 16, 17, 18, 19, 21)
Zone 4	Year 10	Humanities corridor (rooms 36, 37, 38, 39, 40)
Zone 5	Year 11	Second floor Science and Art corridor (rooms 30, 33, 41, 42, 45)

Measures within the classroom

Our school staff will maintain a two-metre distance from pupils and their colleagues at all times where possible.

We have adapted our classrooms to support distancing where possible. The teacher will remain at the front of the classroom and pupils will be seated side by side facing forwards.

Pupils will remain in a seating plan in order to limit the number of other pupils they have direct contact with.

We will be providing hand sanitiser and anti-bacterial wipes in all of our classrooms.

Other measures

We will ensure that pupils clean their hands regularly, including when they arrive at school and when they return from breaks.

We will ensure that there are enough tissues and bins available in classrooms and around school to support the 'catch it, bin it, kill it' approach.

We will be putting an enhanced cleaning schedule in place to ensure classrooms and frequently touched surfaces are cleaned more often than normal.

We are following government guidance in relation to face coverings. At the time of writing, face coverings are required at all times on public transport (including local authority buses and our own school minibuses), and are recommended in schools when it is not possible to maintain at least a 1-metre distance from others and there is widespread transmission in the area. We feel that our system of control, which keeps pupils separated in year group zones, provides additional mitigating measures, so therefore we are not recommending that face coverings are necessary in school at this time. We are aware that the research relating to face coverings will be kept under review by the government, and we will inform you immediately in the event of any change to our current approach.

May I thank you again for your continued support. I trust that this letter provides you with the information and guidance that you need in preparation for the new academic year. If you have any questions or concerns please do not hesitate in contacting us on 01746 762103 or by email at admin@bridgnorthendowed.co.uk.

Yours faithfully,



Mr B Worth

Headteacher