

Expectations of pupils returning to school

Covid-19

Introduction

The Government has asked that all secondary schools plan for the return of pupils in Year 10 (Upper 4th) and Year 12 (Lower Sixth) from Monday June 15 for some 'face to face contact' before the start of the summer holidays.

The College will follow the request and this document sets out our expectations of those pupils who do return for the last two weeks of the Summer Term.

These expectations are in place for the welfare and Health & Safety of all: pupils, parents and staff and, therefore, it is most important that you read these carefully and adhere to them.

If there is anything you are unsure of, or uncomfortable with, then it is most important you **ask or tell a member of staff immediately**.

If you feel unwell at any time during the school day, or, you begin to exhibit symptoms of the Coronavirus, you **must tell a member of staff immediately**.

An addendum to our Behaviour Policy has been written and is available **xxxx**. All pupils and parents are asked to read this carefully and adhere to our rules and expectations.

Before arrival at school:

- If you feel unwell in any way, or if you display any of the symptoms of the Coronavirus, or if a member of your family displays any such symptoms, you must **NOT** come to school and you should follow the medical advice as described by the NHS.
- All pupils are expected to be presentable and should arrive at school looking smart and well groomed.

Dress and equipment:

- College tracksuit and College games kit to be worn (so that you can take part in co-curricular activities in the afternoon without the need to change). *NB: no singlets.*

- Mobile device, such as laptop, iPad, tablet (**all devices should be brought to school fully charged**) and **headphones** so that you can take part in your remote lessons while in school. For this period of the term **ONLY** members of the U4 year are permitted to keep their mobile phones with them; however, normal rules apply; phones must not be used during lessons and should **NOT** be lent to anyone else.
- Sports bag, or similar, containing all the equipment you will need for the day at school. You will take this to your assigned classroom and it will remain there for the duration of the day.
- Personal drinks bottle which must **NOT** be shared with anyone else. (*NB: there will not be the facilities available to refill personal water bottles during the school day*). Bottled water will also be made available to pupils at fixed times during school day. These must **NOT** be shared with anyone else. Empty bottles must be disposed of immediately in the bins supplied for this purpose.
- You may bring masks and gloves to school, if you wish, but these are not essential and the College is not in a position to provide them for you.
- Any sports equipment as communicated to you by the Director of Sport for whichever co-curricular activity you will be taking part in.

Arrival at school:

- All pupils are asked to report to the Main Reception area where Registration will take place.
- Arrival should be between 8.15 – 8.45am only.
- Parents are asked **NOT** to get out of the car and all are asked to follow the instructions of the members of staff present so as to ensure social distancing.
- Any members of the L6 who have permission to drive to school (which must be sought in advance from Mr Williams and your HMM informed) should park in the Wilson car park and, from there, follow instructions.
- After Registration you should follow the prescribed route to your assigned classroom – round the outside of Big School, between Wilson and Chemistry to either the Maths Block (U4) or Mackinder (L6).
- Confirm your pick up time is correct at morning Registration.
- Take all your equipment with you.
- Observe the correct social distancing at all times.

During the day:

- Report to the teacher in charge of your classroom.
- Choose a desk and make sure you keep all your equipment with you.
- Do **NOT** leave the classroom, unless given permission to do so by the teacher (this is so that social distancing can be enforced).
- You will remain with this group of pupils (who will all be in your year group and, primarily, from your House) for the duration of your time at school. This is your 'bubble' and it is essential you stay with them and do **NOT** mix with other groups.
- At the start of each day the teacher will remind you of the new procedures and rules in place and as necessary during the day. **Please listen to these instructions carefully.**
- Follow lessons remotely as if you were at home.
- A printer will be available in each classroom for you to use to print off work sheets etc. as required by your teachers.
- Follow the instructions of the teacher in charge of your classroom at all times.

Further important matters:

- **Toilets:** Mackinder and Wilson (girls), Mackinder and Quad (boys) are available for use. Please ensure there are no more than **two** people using the toilets at any one time and queue outside (observing social distancing) until free.
- **Breaks between lessons:** The teacher in charge of your class may allow you out for a break between lessons; however, it is most important that you follow their instructions and do not gather in groups, other than your own group. Remember: **observe social distancing at all times.**
- **Morning Break:** A snack and a drink will be available for you and you will be directed where to go to get this refreshment.
- **L6 Study Periods:** Generally, you should plan to spend your study period in your classroom getting on with other work or reading. The Library will not be available for use. If the weather is suitable, members of the L6 will be allowed to use outside areas, such as the Wilson Pitch, to sit out and relax. **However, these areas will be clearly designated and all pupils are asked to follow instructions with regard to these areas at all times. Social distancing rules MUST be adhered to.**
- **Windows/doors:** As per Government advice as many windows as possible and all doors will be left open so as to ensure good air circulation throughout your classroom/building.

- **Routes around College:** These will be one-way and will be clearly signposted. Please make sure you follow these signs clearly. This includes entering and leaving buildings such as Mackinder and the Maths Block.
- **Houses:** the Houses will **NOT** be opened and you must **NOT** go to your House, unless you have the express permission of your HMM. This might be, for example, because you have agreed a time to go and collect some belongings left at school or you have an agreed meeting with them.
- **Other school buildings:** no pupil is permitted to enter any school building, other than those mentioned above. **All other buildings are strictly out of bounds unless specific permission is given by a member of staff.**
- **Cleaning:** All classrooms, toilets etc. will be regularly cleaned during the day to ensure standards of hygiene are as high as possible. All will be thoroughly cleaned in line with Government guidelines at the end of each day.

Lunch:

- This will be staggered with all the L6 going to lunch at 11.50am (P4 12.20pm) and U4 to lunch at 12.45pm.
- If the weather is welcoming, then lunch will be served outdoors on the Main College lawns.
- Follow all instructions of the staff in charge of lunch and **keep your distance**.
- Sit where instructed and do **NOT mix between groups**.

Co-curricular:

- These will take place as per the programme circulated by Mr Bustard.
- You should have signed up in advance for any co-curricular activities you wish to take part in (recommended a minimum of two per week).
- You must **NOT** simply turn up to take part in an activity unless you have signed up to it.
- You are responsible for ensuring you bring to school any required equipment **AND** that you keep it with you at all times. Do **NOT** lend your equipment to anyone else.
- Ensure when you get home that all equipment brought to school is cleaned thoroughly.
- All activities have been designed to ensure your **safety** is paramount and, therefore, it is important that you follow instructions at all times.

End of the day:

- It is most important that you depart from College at **your agreed time** and your parents should be aware of this.
- Sign out at Reception, as with morning registration, and confirm attendance for the next day.
- Follow the instructions of the members of staff on duty at all times.