

Dear Parents and students

### **Coronavirus (Covid-19) Update – September Reopening**

Thank you for your continued support of the school. I am looking forward to welcoming all the students back into school in September as the new Headteacher of Bramhall High School. In August, the DFE have updated their overall guidance on the full re-opening of schools as well as the guidance for parents and carers. The links are below:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

This document contains key information in preparation for school re-opening to everyone in September. Bramhall High School has a duty of care to all its students, staff and our wider community. We are following the advice given out by the Department for Education and Public Health England. We are monitoring all advice and guidance and will keep the COVID 19 section of our website updated regularly as well as notifying you of any major changes.

This information will hopefully provide some reassurance of the measures we are continuing to put into place to keep our students safe and the expectations of students when in school. In accordance with the guidance we are delivering the full curriculum whilst limiting the interaction between year groups or ‘bubbles’ by minimising, where possible, any unnecessary movement around school and limiting any opportunities for students to mix with students from other year groups/bubbles.

Much has changed here at school and we need you to be fully aware of the changes and the need to follow this guidance to ensure we are all doing all we can to keep everyone safe. Please discuss this at home in preparation for the new term to ensure that all our students know what they must do and more importantly, why it is important that they do follow this guidance each day.

In the autumn term school will feel very different and will be more restrictive than usual to focus on the safety of all members of our school community.

Visitors to School: As part of the Risk Assessment for school re-opening we have to restrict any additional access to the school site therefore if any parent wants to meet with staff to discuss any concerns this must be by appointment only. Do not simply turn up at reception

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but please do phone or email the Head of Department or Head of Year to arrange this if needed.

Coming into reception: This is not possible and our staff will not be able to accept things brought into school during the day so please ensure that students have everything they need for the day organised before they leave home.

Please discuss these key points with your son/daughter and indicate this on the table below. With many thanks in anticipation of your valued support.

### **Please note the different arrangements for the initial days of school.**

To ensure that a safe return can be achieved and that safety protocols can be correctly given to each year group, there is a staggered start to the full return to school.

- Tuesday 1st September - Staff training
- Wednesday 2nd September - Staff training
- Thursday 3rd September - Year 7 in school.
- Friday 4th September – Year 7, Year 10 and Year 11 return to school.
- Monday 7th September – All year groups return to school.

I appreciate that these are difficult times but I am confident that together we can get through them and come out an even stronger school community.

Yours sincerely,



Paul Williams  
Headteacher Designate

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Situation	Required action	Discussed ✓
<p><b>Each day:</b> If you/family member are displaying any COVID – 19 symptoms: High temperature New, continuous cough Loss of, or change to, sense of smell or taste.</p>	<p>In this situation students cannot come into school – as a family you must follow Government guidance and self-isolate.</p> <p>Please email Mrs Williams and the relevant Head of Year to keep us informed.</p>	
<p><b>Anxiety</b></p>	<p>We know that some children are feeling anxious about the news and that you will want to reassure them. The two links below might support you in this.</p> <p><a href="https://www.childline.org.uk/info-advice/your-feelings/anxiety-stress-panic/worries-about-the-world/">https://www.childline.org.uk/info-advice/your-feelings/anxiety-stress-panic/worries-about-the-world/</a></p> <p><a href="https://www.bbc.co.uk/newsround/51204456">https://www.bbc.co.uk/newsround/51204456</a></p> <p>Reassure your child and encourage them to keep working hard and do what they can to support others, especially those in vulnerable groups.</p>	
<p><b>Daily routines – these have been organised to help keep everyone as safe as possible.</b></p>		
<p><b>Arriving at School:</b></p> <p>Please arrive at school for 8.40am at the latest and via your designated area.</p>	<p><b>Year 7 First Day</b> – Enter school through the back doors of the Main Hall which can be accessed through the reception car park or an entrance further up Seal Road near to the front of the community room.</p> <p><b>Year 7:</b> To come into school via the Student Reception using the right-hand side doors /stairway and go directly to your Core Tutor room.</p> <p>Where possible students should travel to school on foot, by car or bike and only use school buses/public transport if this is essential.</p> <p>If you come on your bike please arrive early and staff will be available to lock bikes away and then you will need to walk to your Core Tutor room.</p>	

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	<p>Student's travelling by bus must followed the government requirement to wear a face covering and sit in a group with students from the same year group. Please see the specific guidance from the individual transport company. We have placed more detailed information regarding buses, including Risk Assessments on our website.</p>	
<p><b>Moving around school</b></p>	<p>We have put one-way systems in place in some of the more congested areas of school – these systems are in place to keep everyone safe and must be followed by everyone. We will explain how this works on your return to school but you must make sure you are aware of these and follow all the signs.</p>	
<p><b>Hygiene measures</b></p>	<p>Personal hygiene is the most important way we can tackle COVID-19, especially washing hands more; and the catch it, bin it, kill it strategy for those with coughs and sneezes.</p> <p>So all students must regularly wash their hands and use hand sanitiser each lesson when moving from one location to another.</p> <p>It is essential that students wash their hands thoroughly after visiting the toilet – we will have members of our cleaning team checking/cleaning the toilets at all times throughout the day.</p> <p>Students may be asked to wipe down key equipment such as keyboards prior to starting the lesson.</p>	
<p><b><u>Break times:</u></b> <b>5 sessions to avoid year groups/bubbles mixing.</b></p>	<p>We will be operating 5 separate break periods throughout the day:</p> <p>Year 7 will have break at 10.05am until 10.20am. At this time you are welcome to go to the Refectory for your break where food items will be available. This is also the opportunity for using the toilet facilities before returning directly to your lesson on time.</p> <p>All students need to remember that other lessons will be taking place at this time and be courteous to others.</p>	

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<p><b><u>Lunchtimes:</u></b>  <b>3 lunch sittings in 2 locations in school.</b>  <b>These are the</b></p> <ul style="list-style-type: none"> <li>• Refectory</li> <li>• Main hall</li> </ul> <p><b>The same food offer will be available in each location.</b></p>	<p>Year 7 students will have their lunch at the start of period 4 from 12.25pm until 12.55pm. This will be in the Refectory with the opportunity to go out onto the hard-court area if the weather is suitable.</p> <p>Once again a limited range of hot/cold food items will be available. Students are most welcome to bring in a packed lunch each day if they wish to do so.</p> <p>This lunch break will also provide the opportunity to use the toilet facilities before going to your next lesson and taking care not to disturb any other lessons that are taking place.</p>	
<p><b>Remaining in lessons</b></p>	<p>Staff will not be able to let any students leave the class whilst lessons are taking place as this could impact negatively on the measures being taken to avoid students from different ‘bubbles’ mixing within school.</p> <p>Please do not ask/expect to leave a lesson as the answer will always be No! Only students with a medical pass will be allowed to leave lessons and only if this is essential.</p> <p>If you do want to talk with your Head of Year, please inform your Core Tutor or email the Head of Year and they will arrange to meet with you and collect you from your class.</p>	
<p><b>Uniform</b></p>	<p>The DfE guidance states that all students should wear their normal full school uniform and this will be expected from all our students. At Bramhall we expect all students to wear their uniform with pride and carry their uniform card at all times.</p>	
<p><b>Mobile phones</b></p>	<p>Our rules regarding this have not changed – students can bring them to school but they must be out of sight throughout the entire day or they will be confiscated. Please check the policy and ask your Tutor if you have any questions about this.</p>	
<p><b>Equipment:</b></p> <ul style="list-style-type: none"> <li>• additional hygiene measures</li> </ul>	<p>We have now placed hand sanitisers throughout the school but they will be used every day by over 1000</p>	

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<ul style="list-style-type: none"> <li>• <b>being prepared for learning</b></li> </ul>	<p>people therefore it is highly recommended that students carry their own plus anti-bacterial handwipes/hand sanitiser as an added precaution. An appropriate face covering will also be needed by students from September. (Please see the section below).</p> <p>Please ensure your son/daughter brings water with them to school. Water will be available for purchase at break/lunchtimes however we have had to take the water coolers out of use due to potential risks of cross infection.</p> <p>Students must bring their own equipment each day as we cannot share items between students. Please ensure you are well prepared and have:</p> <ul style="list-style-type: none"> <li>• a pencil case with all your basic equipment</li> <li>• your PE kit on the days this is on you timetable</li> </ul>	
<p><b>Homework</b></p>	<p>At the start of the new year we will not overburden pupils with large amounts of homework in Year 7, 8 and 9. We want to ensure pupils get back into school and get back to learning. For those in examination years, the homework expectations will be robust because of the time they have missed but not overly burdensome.</p>	
<p><b>Lockers</b></p>	<p>Lockers will be available for use but students <b>MUST</b> not congregate around them. There will be limited time to access them during the day.</p>	
<p><b>Leaving school at the end of the day</b></p>	<p>Students will be dismissed from school by staff when their departure slot is announced on the speaker between 2.55pm and 3.05. This will allow us to minimise the congestion as students leave the school.</p> <p>Students using the school buses will be asked to wait in designated year group areas/muster points by the duty staff.</p> <p>Please encourage and remind your son/daughter that it is very important that they go straight home and avoid mixing with others wherever possible once school finishes.</p>	
<p><b>Student illness</b></p>	<p>If any student displays symptoms once in school, they will be sent to the Medical team and isolated. The Medical</p>	

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	<p>staff will then contact parents to take the student home as soon as possible.</p>	
<p><b>Behaviour expectations</b></p>	<p>We recognise that students will have to adapt to these new systems and we will encourage them to remember our expectations and remind them of the routines on a daily basis. We know this will take some getting used to but we do need everyone to follow these new rules/requirements.</p> <p>Where students routinely fail to act in a sensible manner, therefore putting the safety of others at risk, we will contact parents to discuss these concerns.</p> <p>We are confident that we can trust our students to behave responsibly and in a mature manner.</p>	
<p><b>General Safety Matters</b></p>		
<p><b>Do students need to wear PPE (face coverings)?</b></p>	<p>The announcement on 26<sup>th</sup> August states that in areas of local restrictions or at the Headteacher’s discretion students should wear face coverings while moving around school and whilst in shared spaces. This means students returning in September to Bramhall High School will be required to bring with them and wear an appropriate face covering.</p> <p>Although the guidance states face coverings are not needed in a classroom, if any student wishes to keep their face covering on in a classroom for their own safety, they will be allowed to do so. They may be asked to remove their face covering by a member of staff for a short period of time for communication purposes or for specific lesson activities.</p> <p>It is important that the face covering is only used for the safety of covering the mouth and nose. The face covering must be <u>plain in colour</u> and <u>design</u> as well as one that can be reused. We will <u>not allow</u> much larger coverings that hang down (in the style of a bandit) or are a full-face covering (like a balaclava). Nor will students be allowed to wear a face covering that has any offensive wording, symbol, or image on it. Any students wearing inappropriate face coverings will be asked to remove them and provided with an alternative appropriate covering. We will place more information about face coverings and how to wear and look after them on our website shortly.</p>	

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<b>Students movement around school and in shared spaces</b>	Everyone is personally responsible for following Social Distancing guidelines in school as detailed in all government guidance. A face covering does not mean social distancing rules can be relaxed. Please be mindful of this as it does go against our natural instincts!	
<b>Emergency situations</b>	At the start of term we will ensure that all students are aware of the fire evacuation procedures and know how to respond in a safe and sensible manner.	

### Read and agreed by

**Student**

**Core Group**

**Parent**

**Date**

### Students arriving at School.

- Year 7** To enter via Student Reception using the right-hand doors and staircase
- Year 8** To enter via the footpath into the Dome area
- Year 9** To enter via Student Reception using the left-hand doors and staircase
- Year 10** To enter via the footpath into the Dome area
- Year 11** To have the privilege to enter via the Main Reception and then move directly into the main building.

Session	Time Start	Time End	Time	Venue	Transition time
<b>Core</b>	<b>8:45</b>	<b>9:00</b>	<b>15 minutes</b>		5 mins
<b>Lesson 1</b>	<b>9:05</b>	<b>10:00</b>	<b>55 minute lesson</b>		5 mins
<b>Lesson 2</b>	<b>10:05</b>	<b>11:20</b>	<b>60 minute lesson</b>		5 mins
<b>Branches incorporated into lesson 2 (60 minute lesson/15 minute break)</b>					
<b>Year 7</b>	<b>10:05</b>	<b>10:20</b>	<b>15 minutes</b>	<b>Refectory</b>	
<b>Year 8</b>	<b>10:20</b>	<b>10:35</b>	<b>15 minutes</b>	<b>Refectory</b>	
<b>Year 9</b>	<b>10:35</b>	<b>10:50</b>	<b>15 minutes</b>	<b>Refectory</b>	
<b>Year 10</b>	<b>10:50</b>	<b>11:05</b>	<b>15 minutes</b>	<b>Refectory</b>	
<b>Year 11</b>	<b>11:05</b>	<b>11:20</b>	<b>15 minutes</b>	<b>Refectory</b>	5 mins
<b>Lesson 3</b>	<b>11:25</b>	<b>12:20</b>	<b>55 minute lesson</b>		5 mins

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<b>Lesson 4</b>	12:25	1:55	<b>60 minute lesson</b>		
<b>Lunches- incorporated into lesson 4 (60 minute lesson/30 minute lunch break)</b>					
Year 7	12:25	12:55	30 minutes	<b>Refectory</b>	Lunch 1
Year 8	12:55	1:25	30 minutes	<b>Hall</b>	Lunch 2
Year 9	12:55	1:25	30 minutes	<b>Refectory</b>	Lunch 2
Year 10	1:25	1:55	30 minutes	<b>Hall</b>	Lunch 3
Year 11	1: 25	1:55	30 minutes	<b>Refectory</b>	Lunch 3
<b>Lesson 5</b>	2:00	2:55	<b>55 minutes</b>		Staggered Finish from 2:55*

**Cyclists:** Students arriving by bike are to go to the bike shed area and then move to their Core Tutor room.

**Break and Lunchtime timings.** There will be a limited range of hot/cold food to be available in both the Main Hall and the Refectory.

**Students leaving school:** \* Staff to release students when this is announced over the speaker system