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## September 2020 School Reopening Plans

I will set out below a few of the key principles to enable us to ensure that, as far as possible, the school is COVID-secure and that we are minimising the chance of the virus spreading:

- Pupils or staff showing any signs of corona virus should not attend school and arrange to have a test. All other members of their household should self-isolate until the results come through. If negative, all can return to normal activity. If positive, it is a 7-day isolation for the person who is ill and a 14-day isolation for all other members of their household. Anyone showing symptoms at school will be isolated and sent home therefore it is very important that we have correct contact details and that a parent or carer is available to come and collect their child if needed. *We will use the Reception Meeting Room as a waiting area for pupils with Covid-19 symptoms. They will be issued with a mask and the doors and windows will be open in the room if possible. The room will be cleaned when they leave the school site.*
- Pupils will not need to socially distance from other pupils in their year group, but they will have to socially distance from staff.
- Pupils will be in year group bubbles who will mix as infrequently as possible during the school day.
- A full risk assessment will be in place.
- There is a major focus on hand hygiene and to facilitate this there are hand sanitisers around the school site.

### Arrival at school

#### Pupils

Pupils will arrive on site and enter via the bus turn or reception by prior arrangement. Pupils walking or being dropped off by parents should not arrive at school before 8.35am. Pupils who arrive on the buses must follow all instructions given to them by the bus driver.

For pupils travelling on school transport the following guidance is in place:

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## **Shropshire School Transport for September 2020**

Shropshire Council's approach to school transport from September 2020 is geared to meeting the principles underpinning the system of controls and guidance set out by the DfE and DfT. Shropshire school transport network will be geared as follows:

1. Dedicated/contracted school transport buses/taxis will return to 100% passenger loading capacity wef 2 September 2020 – **no social distancing**.
1. Where we can, entitled pupils on provided bus/coach transport will be seated to reflect **Year Group 'bubbles'**, with the eldest Year Group 'bubble' sitting at the rear, progressing to the youngest at the front in age order (please see bus diagram below).
2. Pupils over the age of 11 should wear **face coverings** whilst on the bus/taxi (note that on public transport this is mandatory). This may not always be possible for SEND pupils. Schools and parents also need to evaluate risks and consider if there are specific reasons why a child may not be able to travel on school transport at any time.
3. Operators will aim to provide **hand sanitiser** for pupils upon boarding buses.
4. We expect pupils to be socially distanced whilst **queuing** and boarding buses where possible – schools will be required to support operators in managing this at the school site.
5. Whilst travelling, pupils should always **stay seated**, avoid physical contact, face forwards and away from others, and not shout or raise their voices.
6. School transport will operate as per its pre-Covid-19 **vehicle sizes, times, and routes**.
7. Similarly, where **non-entitled pupils travel** on public transport (local bus services) also used by the public, parents should be encouraged to find alternative ways of getting their children to school – if they live in the same town/community as the school, active travel (walking/cycling) should be the first choice. The second choice should be travel by car. Only if none of these options are available to parents should they use public transport. Once the Covid-19 emergency eases, we will want to encourage pupils back onto public buses from cars as soon as we can.
8. We assume that pupils will **wash/sanitise** their hands as they enter school from the bus/taxi.
9. Transport operators have since April 2020 provided additional **cleaning of vehicles** to protect against Coronavirus.
10. Government (DfT) **Covid-19 travel advice** should be adhered to and can be found using the following link.

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

11. The Council's '**Guidance for School Transport Provision**' should also be followed and this is published on the Council's internet site and will be updated to reflect the new plans for September 2020.

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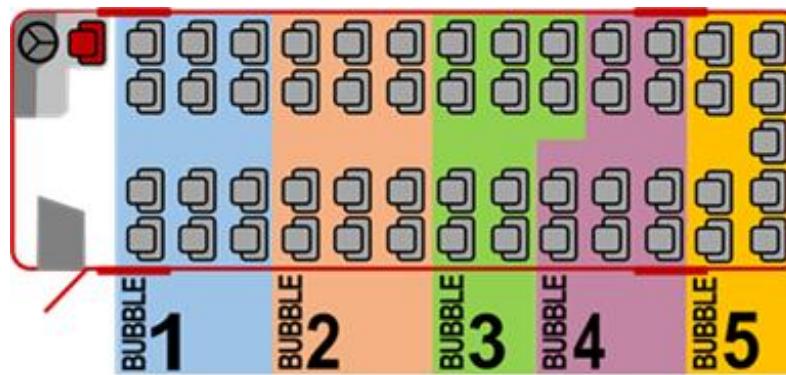
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<https://www.shropshire.gov.uk/school-transport/guidance-for-school-transport-provision-from-1-june-2020/>

Below are the actions that Shropshire Transport would like us to take and I would appreciate parents support with this:

1. Advise parents of all your entitled transported pupils what we are planning, including the new Year Group 'Bubble' seating arrangements, new Covid-19 safety rules for travelling on buses, **hand sanitisation on boarding, the requirement for face coverings and the need for their children to obey the on-bus safety rules.**

Here is an example of the bus plan:



Year 7 pupils are in Bubble 1, Year 8 Bubble 2, Year 9 Bubble 3, Year 10 Bubble 4 and Year 11 Bubble 5.

All pupils will need a face covering and a plastic bag in which to store their face covering during the school day. On leaving the buses pupils will be met by duty staff on the bus turn and will remove their face covering either by holding ear straps or if the face covering is not a mask making every effort not to touch the front of the face covering that has been over the mouth and nose and place the face covering in the plastic storage bag. They must have a plastic bag with them for this purpose. Pupils will then proceed to their Tutor Group room and sanitise hands at entry point to room.

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For the first two weeks we will use Teams to deliver assemblies to pupils in their form rooms. A reminder that for the first week back on Wednesday 2<sup>nd</sup> September, Years 8,9 & 10 will return to school and meet with their tutors until the end of lesson 2 to talk through their experiences of lockdown and the new arrangements in place at school and go into their lessons 3 to 5. The pupils are to go straight to their form room listed below. On Thursday, we will welcome back Year 7 & 11 only, as the new Year 7 have not been able to experience New Intake Day, Years 8,9 & 10 will not attend school on Thursday to give the Year 7 the chance for this experience and to ease them into The Corbet School. Year 11 to go to their form rooms listed below and Year 7 to go to the Hall. Staff will be on hand to support pupils and guide them where they need to go. Again, it will be a tutor session until break and then normal lessons for Year 7 and 11. On Friday we will welcome everyone back for a normal day of lessons so that everyone is settled back at school before the weekend.

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Year	C	O	R	B	E	T
7	Miss L Frank Room 5	Mrs C Clelow Room 8	Mrs S Roberts Mrs K Goodridge Room 9	Mr A Tetsill Room 6	Miss H Jones Room 7	Mr H Jones Mrs L Johnson Rm 10
8	Dr C Drever Room 24	Miss R Green Room 25	Mrs L Selman Room 26	Miss E Cole Room 27	Miss K Evans Room 28	
9	Mrs S Hill Mrs R Roberts Room 11	Mrs K Williams (Head of House) Room 14	Mr Daniel Goodall T3	Mrs D McEntee Room 12	Mrs J Jones (Head of House) Room 31	
10	Mr N Simmonds (Head of House) Room 19	Mr I Evans Room 20	Mrs F Gerrard Miss J Atherton Room 21	Mrs J Ketteringham (Head of House) Room 22	Mrs L Sale Mrs C Dobson Room 23	
11	Mr P Lewis Lab 2	Mrs C Clark Lab 3	Mrs S Greenland Lab 4	Mr T Crewe Lab 1	Mrs E Bunn Lab 5	

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## **Pupils – what to bring to school**

Pupils must only bring to school what they need that day. Whatever they bring in will need to be kept in their schoolbag. There will be no lockers issued this year to Year 10 or 11 pupils until restrictions are lifted. On days when pupils have a PE lesson, they will come to school in their PE kit; I would advise parents that whilst PE track pants have previously not been compulsory it would be advisable for all pupils to have a pair as in the winter they will need them and school uniform, PE or normal school day, must be worn at all times. The changing rooms will not be used until further notice.

Previous uniform, jewellery and make-up rules will apply and I would like to remind all that this means no piercings; anyone who is having a piercing will need to have it done early enough in the summer so that they can be safely removed in September. I would appreciate parents support with this as every year it does cause us difficulties and it is best for all of us that these are avoided.

Please see below an equipment list; pupils must have their own equipment as we must reduce the equipment that is shared between them. All pupils will be issued with a mini-whiteboard, pen and rubber in a plastic wallet for use in their lessons.

### **Equipment list**

Pen

Pencil

Rubber

30cm ruler

Glue

Scissors

Sharpener

Protractor

Compass

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Scientific calculator

Colouring pencils

Red pen

Green pen

Highlighter pen

Tissues

Reading book

### **First aid**

Any pupil who feels unwell during the school day must tell their member of staff who will send them to Reception for first aid. First aid trained staff will treat in the usual way but as they may have to be within 2m to provide effective care will be issued with PPE. Pupils may also be asked to wear a face covering or visor. All face coverings will be disposed of in line with guidance and any other equipment cleaned.

### **Risk Assessment**

Once reviewed and updated to bring it in line with the new guidance will be published on the school website.

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### The daily timetable

8.45am – 9.10am	Form Tutor Time / Assembly Time
9.10am – 10.10am	Period 1
10.10am – 11.30am	Period 2 KS3 Break time: 10.10am - 10.30am KS4 Break time: 11.10am - 11.30am
11.30am – 12.30pm	Period 3
12.30pm – 2.15pm	Period 4 KS3 Lunch time: 12.30pm – 1.15pm KS4 Lunch time: 1.30pm – 2.15pm
2.15pm – 3.20pm	Period 5

### Pupil breaktime

You will see that break times are staggered for Key Stage 3 and Key Stage 4 and it is important to note that there will be **NO breaktime service**. This means that pupils will need to bring a refillable water bottle to school every day and a snack, if needed, for breaktime.

There are locations for pupils at break and lunchtime – in the event of a wet break or lunchtime ALL pupils will return to their form room.

### Break time and lunch time locations

- Year 7 – Tennis courts
- Year 8 – Bus turn
- Year 9 – Yard
- Year 10 – Yard
- Year 11 – Bus turn

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## **Teaching rooms**

These will be the main bases where the year group bubbles are; the majority of lessons will take place in these areas. Please see the school virtual tour on the website with the interactive map if this helps you. All teaching spaces will be set up with forward facing desks in rows with teachers in the teacher zone at the front of the room. Pupils will be asked to hand out any paper resources, any books collected from pupils will need to be quarantined before they are marked and before being returned.

Year 7 – 5, 6, 7, 8, 9, 10

Year 8 – 24, 25, 26, 27, 28, 29

Year 9 – 31, 11, 12, library, drama, T3

Year 10 – 18, 19, 20, 21, 22, 23

Year 11 – L1, L2, L3, L4, L5, 32

Pupils must sanitise their hands when entering every classroom and after using the toilets.

## **Toilets**

There have been changes to be usual arrangements as it makes sense for the pupils to use the toilets in their main teaching areas. Toilets will be regularly cleaned during the day; we would encourage pupils to use the toilets when they need to go to avoid congestion at break and lunchtime and need the support of pupils to do this in a sensible manner.

Year 7 – English

Year 8 & 9 – Veranda & Main corridor

Year 10 & 11 – Science

Pupils will receive the majority of their teaching in their year group bases. Desks and chairs will only need to be cleaned between bubbles but not within them. If needed, pupils will be asked to use a wipe to clean their desk and chair and sanitise hands on leaving the room. The next bubble in will also be given a wipe to clean the desk and chair and then sanitise their hands before starting work. We will aim to keep this to a minimum but to offer a full curriculum it will become part of school life. Sharing of equipment is to be kept to a minimum; all equipment must be cleaned between pupils. Textbooks can be used within a bubble without requiring cleaning.

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As usual, all pupils will be issued with an individual timetable on their first day in school. Teaching staff will not have their own teaching bases but will move around the site to where their classes are. This way we can reduce contact between the year group bubbles as much as possible.

The curriculum in individual subjects is all following government guidance, for example no contact sport in PE. All adjustments are in place for this next phase. We will continue to use SMHW to set homework and OneNote for homework, assessment and feedback to ensure that if we do end up in a local or further national lockdown that we can easily move to remote learning. If this does happen, it will be supported by face-to-face lessons using Zoom or Teams. I must have a document ready by the end of September regarding The Corbet School's plan for remote learning. The main difference will be, now that we are ready, more face-to-face support from subject teachers online.

Year 11 and 10 will move around the site the most using the Science Labs, Maths teaching rooms and any specialist classroom, DT, ICT, Drama, Music, Art, PE. Their other lessons will take place in the Science/Maths block.

Year 7-9 will be based in the rooms above with movement to specialist teaching spaces for DT, ICT and PE.

#### **Moving around the site**

There will be one way systems in place through the English Block (entering via the door from the quad), Main block (entering via the door next to the library), Maths/Sci block(entering via the doors next to lab 1 and exiting down the other stairs). Outside the site pupils will use the back of the DT, Sci blocks to go to Rooms 24-32 and the front of these blocks to come back towards the main school block.

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## Lunchtime arrangements

### Canteen lunch times

There will be no break time canteen service. Lunch time will be grab and go food only. This will be packaged in containers that can be taken to be eaten elsewhere with disposable cutlery if needed. Food is to be eaten outside in year group area or in classrooms if wet weather. The times below are proposed for the pupils to be queuing to enter the canteen.

Year 7 – 12.30pm

Year 8 – 12.45pm

Year 9 – 1.00pm

Year 11 – 1.30pm

Year 10 – 1.45pm

### The end of the school day

Pupils will be asked to put on their face covering before leaving their last lesson and then sanitise their hands. Dismissal to the buses will be staggered to ensure that pupils can maintain social distancing between year group bubbles as much as possible.

The school will be cleaned in line with the risk assessment and the government guidance at the end of the school day. As this requires the school to be empty for this to be carried out effectively there will be very limited after school clubs. Parents must plan for school finishing at 3.20pm for their child. The library is being used as a classroom and we cannot mix bubbles and therefore will only be able to offer before and after school supervision in the most extreme of circumstances. Parents are advised to contact the school using [admin@corbetschool.net](mailto:admin@corbetschool.net) if they would like to be contacted regarding this.

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