

## Parent's guide for September 2020 return to school

### Start of Term

Tuesday 1 September 2020 – Teacher Training Day

Wednesday 2 September 2020 – Year 7 and Year 12 Induction Day

Thursday 3 September 2020 – All year groups back

In order for year groups to operate as social bubbles, the school day has been altered so that lessons are spread over 7 sessions, with staggered lunches during sessions 4, 5 and 6. To make this possible within the timings of the school day, we are unable to offer a morning break. This also helps us to implement social bubbles. Consequently, the day is 10 minutes shorter for all students from year 7 to 11. Sixth Form students have significant study time and flexibility as a normal part of their timetable.

The normal curriculum will be taught to all year groups on a one-week rotation, with 6 lessons of 50 minutes each day and a 30-lesson week. We do not intend to remove any students from any GCSE subjects, as we feel that it is crucial that all students follow a broad and balanced curriculum in order to achieve a full suite of qualifications. We are using the normal timetable structure already written for September, but in order to make this work we have had to rotate lunches between years 9, 10 and 11 across sessions 4, 5 and 6:

8:50	Session 1: Years 7/8, 12/13
8:55	Session 1: Year 9
9:00	Session 1: Years 10/11
9:50	Session 2
10:40	Changeover
10:45	Session 3
11:35	Changeover
11:40	Session 4/lunch 1 & 2
12:30	Changeover
12:35	Session 5/lunch 3 & 4
13:25	Changeover
13:30	Session 6/lunch 5
14:20	Session 7
15:10	End: Years 7/8
15:15	End: Year 9
15:20	End: Years 10/11/12/13

Session/Day:	Monday	Tuesday	Wednesday	Thursday	Friday
1					
2					
3					
4	7/8 lunch	7/8 lunch	7/8 lunch	7/8 lunch	7/8 lunch
5	9/11 lunch	9/10 lunch	9/11 lunch	9/10 lunch	10/11 lunch
6	10 lunch	11 lunch	10 lunch	11 lunch	9 lunch
7					

+12/13 lunch

During sessions 4 and 5, one year group will be in lunch for 20-25 minutes whilst the other has the use of outside space, and then they will swap. Whilst we recognize that 'late lunch' during session 6 at 13:30 makes for a very long morning, the year group which has it has the added advantage of having the whole site to themselves for the whole 50 minute lunch break, as all other year groups will be in lessons. The school will offer hot food during lunchtimes however the menu option will be reduced. Where possible, we encourage parents/carers to send their child with a packed lunch.

We recognize that this solution is far from ideal, but as all 5 lower school year groups have to have a separate lunch it is the only way this can be logistically achieved. We are fortunate that the Sixth Form have their own separate dining facilities, and so are unaffected by these arrangements.

### Travelling to and from school

If your child cannot walk to school and you can transport them privately, we request that you please do so.

The advice from the government is different for dedicated school buses and public transport, in attempting to pass levels of control over conditions in school transport over to schools, which in reality we as a school do not have. Contracts with school transport are managed by the Local Authority and conditions on the transport are the responsibility of the company providing the service. We therefore recommend that all transport to and from school which is not a private vehicle, be treated as public transport.

What this means in terms of government advice is to remain at a distance of 2m from people not within your social bubble, but at least 1m if this is not possible. The easiest way to manage this is for students to only sit with those in their own year group. It is also required that students wear a face covering on public transport. Students will be required to wait in their designated areas in the Tennis Courts when waiting for public/school transport at the end of the day.

### **The start and end of the school day**

The ideal scenario is for students to arrive and go straight to their classroom, whilst year 12 and 13 students will form a single bubble and go straight to the Sixth Form block. We appreciate however that both at the start and end of the school day students will need to wait. We will provide segregated hard standing areas for students to wait around the school, and segregated queueing areas in the bus bay, which will be clearly marked out and labelled. If students do arrive early, they will be required to wait in the following 'Student Zones':

- Year 7 – Gym
- Year 8 – Upper Playground [near B Block]
- Year 9 – Tennis Courts
- Year 10 – Upper Playground [towards the field]
- Year 11 – Outdoor seating area near the 'Pod'

Entrance/exit to the school will be via the main school entrance and the leisure centre. The Riverside path entrance and exit will remain closed for Health and Safety reasons.

### **Behaviour support**

Our normal protocols for supporting students who are unable to participate in lessons effectively, is initially to use a 'good neighbour' scheme, which places them in another classroom to work, usually with another year group. If this is unsuccessful the next stage is our 'hotspot' system, in which students are collected by senior leaders or our behaviour support team and taken to our behaviour support centre to work.

We cannot use 'good neighbour' as this will cut across our year group 'social bubbles'. Our behaviour support centre is also too small to accommodate segregated year groups. Under the current restrictions, staff will not be able to use the staffroom. We will therefore remove 'good neighbour' from our behaviour support process, with any student needing to leave a lesson going directly to 'hotspot'. Our behaviour support centre will relocate to the staffroom with a segregated area for every year group, ensuring that all students remain within their year group bubble, and are kept safe.

### **Attendance**

Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term. This means from September 2<sup>nd</sup>, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

According to Government guidance, shielding advice for all adults and children will pause on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. Read the [current advice on shielding](#)

Whilst we understand that returning to school maybe an anxious time for some parents and students, please rest assured all appropriate measures in line with the DFE and the Local Authority guidance will be considered.

## Uniform

Uniform plays a valuable role in contributing to the ethos of The Bewdley School and setting an appropriate tone. We expect all students to return in September in full (winter) school uniform. Details of our uniform expectations and ordering details can be found [here](#).

Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

## Health and Safety requirements

Our open site and teaching block structure makes safe movement around our site practical and manageable. Students will need to be very disciplined in following the one-way system inside every building. This system is clearly marked and was published in our [COVID-19 Code of Conduct](#) on 19 May. In our larger block, E block, which has 16 classrooms, we will be staggering exits from classes by year group so that year groups do not mix. At the start of lessons students will go straight into classrooms and will not line up outside as they normally would.

The government guidance is for 2m social distancing around the school and at least 1m where this is not possible. The school will continue to promote social distancing where possible, both around the school and in class, and the desks in most classrooms will be facing forwards. Teachers will also ensure that they keep the relevant distance between students. Public Health England have advised against face masks as they 'interfere' with teaching and learning. We will also be encouraging students to wash/sanitise their hands regularly in line with the guidance offered. [I.e. before school, when they change rooms and before/after lunch].

As the hand sanitiser used will have a high alcohol content, we strongly advise you encourage your child to use appropriate moisturiser where possible. We also understand that students may have specific medical conditions and parents will equip their child with specific products in relation to their condition.

## Suspected COVID-19 cases in school

The school will have a dedicated room for students that have suspected COVID-19 symptoms. We will follow the advice given by the DFE/Public Health England where there are suspected cases. If your child does have a suspected case of COVID-19 or any of the symptoms [a high temperature, a new continuous cough or a loss or change to their sense of smell or taste] **we will request that you will arrange to pick up your child within 30 minutes**. Current guidance on suspected COVID-19 guidance states that you:

- [book a test](#) if they are displaying symptoms. Pupils must not come into the school if they have symptoms and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- [self-isolate](#) if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

## Emergency back-up curriculum arrangements

In the event of us being asked to open to students in small socially distanced classes, we will implement a split day arrangement, with KS3 having 2 double lessons in the morning and KS4/5 having 2 double lessons in the afternoon. Small numbers of Sixth Form students will be invited in late in the morning to ensure a balanced curriculum is offered. This structure has the advantages of:

- Students would get educational provision every day
- They would experience a broad and balanced 2/3 curriculum
- Target group sizes of 15 or fewer would mitigate against lost time
- Small groups offer the opportunity to rebuild relationships
- The daily routine would be easier than week on/week off
- Bringing older students in later is consistent with teen sleep research
- The model is consistent with the current 50min lesson structure
- Timetabling on a 2 week rota ensures all lessons are doubles

### Years 7, 8, 9

08:30	1
09:20	2
10:10	break
10:20	3
11:10	4
12:00	end

### Years 10, 11, 12, 13

12:30	1
13:20	2
14:10	break
14:20	3
15:10	4
16:00	end

The advantages of having students return in small class sizes are not just beneficial from a risk assessment perspective. This arrangement also allows teachers to pay close attention to individuals and identify any knowledge gaps and plan appropriate support quickly. From a social, emotional and mental health perspective, small groups and increased teacher attention will help students to rebuild relationships with teachers and peers and adjust to life back in school

## Impact on staff

This significantly extended school day will use all available time for teachers, so we will find innovative ways of maintaining contact with parents and carers. This is a temporary 'reduced class size' curriculum to ensure that we have a meaningful educational offer with daily contact with students in September, whatever the circumstances. If this is needed, as soon as we are able, we will obviously revert to a normal school day from 8.50am to 3.20pm.

Whilst this model is far from ideal, teachers currently have contact with 26 lessons of average class sizes of 24 students in the lower school, equating to approx. 625 pupil/lesson contacts per week. Under this model with 30 lessons and average class sizes of 15 or less, this will equate to 450 pupil/lesson contacts per week, a reduction of 28%, which significantly mitigates against the increased school day length.

## Organisation of classes

The transition from one student group structure to another is potentially complex and problematic, with substantial changes of numbers within a class. To make this possible we have divided all of our student groups into 'pods' of 6, 7, 8 or 9 students. The term 'pod' is borrowed from social groupings of dolphins and whales, as they all move around in groupings together.

Our normal classes consist of 2, 3, 4 or even 5 pods of students with class sizes ranging from 9 to 32. If we are required to transition to our split day arrangement with classes of 15, we will simply change the group structure so that each group is made up of 2 pods. The impact would be, for example, where we currently teach 4 English classes in each half of the year, this would increase to 6 groups and even 7 in year 9 which is a larger year group.

An added advantage is that if we were asked as we have been this term, to teach with 2m social distancing, we could divide each class into 2 pods, say Orcas and Dolphins, and have an Orcas week and a Dolphins week on a rolling basis. Whilst we do not want a week on/week off model, this would be an improvement on no face to face contact at all, and would be supported by our online curriculum.

## Online curriculum arrangements

If forced to deliver an online curriculum again, the online substantial change from our summer lockdown arrangements would be to offer teachers the option of offering video lessons.