

Balshaw's Year 11 September-Ready Toolkit

Version July 15th



Balshaw's 
Church Of England High School

Dear Year 11

It was great to be able to welcome many of you back to school before we broke up for the Summer Holiday so you could do some learning with your teachers.

During Lockdown people have had vastly different experiences. Some have really thrived and enjoyed the opportunities that they have had to learn new skills or develop their cooking skills alongside their home learning. Some of you have helped to train new pets or write stories. For others it has been more of a struggle to motivate yourself, or you may have had family members that you wanted to see but were unable to. You may even have been directly affected by the Covid-19 virus.

School has, of course, never closed during the lockdown and in the past couple of weeks we have been planning how you can return to school in September. Since the release of the Department for Education Guidance was released¹ we have been able to finalise these plans.

This toolkit is designed to help you understand what is in place to ensure a safe return in which we manage risk in accordance with the national guidance so that your safety is as assured as possible.

Will school be massively different?

We want your return to school to be as normal as possible so that your teachers can teach and you can learn. We know that you want to get as much reassurance as possible from the routines and rules that provide reassurance and safety at any time and especially after this difficult time.

There will be some differences though:

- The school has been divided into Year Group Bubbles with their own entrances and classrooms.
- Each year will have its own arrival and departure time (arriving at school at your set time is going to be essential)
- You will have specified toilets to use (and for the boys, specified times)
- There will be additional handwashing facilities
- Your movement around school will be indicated by clear signs on the floors and the walls
- You will have to bring in a set list of equipment every day
- You are going to have a period 6 – at least until half term
- We will make best use of the space, even within Year Bubbles, to maximise social distance

Is that all that is different?

These are the things that you will notice, but there is a lot more that is going on behind the scenes. For example, all 'touch points' are regularly cleaned throughout the school day, the toilets are also cleaned on a set rota between Year Bubble use. Our catering team will conduct all food preparation and service in full PPE for which they have been trained during the lockdown.

These are all elements of an ongoing risk assessment and action management plan that is submitted to the Local Authority and you can be assured that Balshaw's is meeting or exceeding the recommendations that have been set out for schools. From September you will be able to see our latest Risk Assessments on our website at:

<http://www.balshaws.org.uk/parents-portal/coronavirus-updates-for-parents>

So I have nothing to be worried about?

You should not be worried, but that does not mean that you shouldn't be alert and continue to take the precautions that were in place even before the lockdown began: washing your hands frequently, using hand sanitiser when necessary, follow the *Catch it, Bin It, Kill It* procedure and maintaining social distancing.

¹ <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

OK – so give me the details...

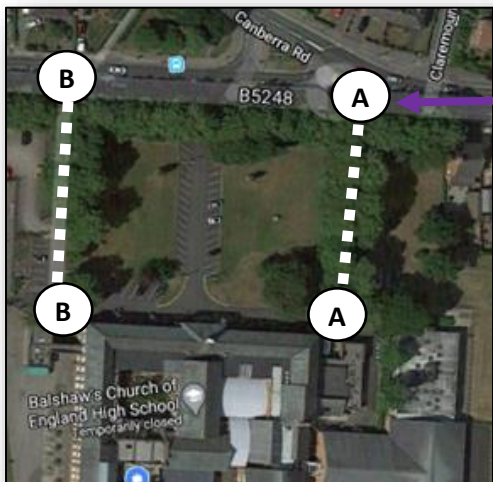
It is important to note that the government is reviewing its guidance again on August 11th so you should be prepared for aspects of our plans to be updated. Nevertheless, we think that the plans we have in place are robust and flexible enough to be able to deal with any minor changes to guidance.

The School Day

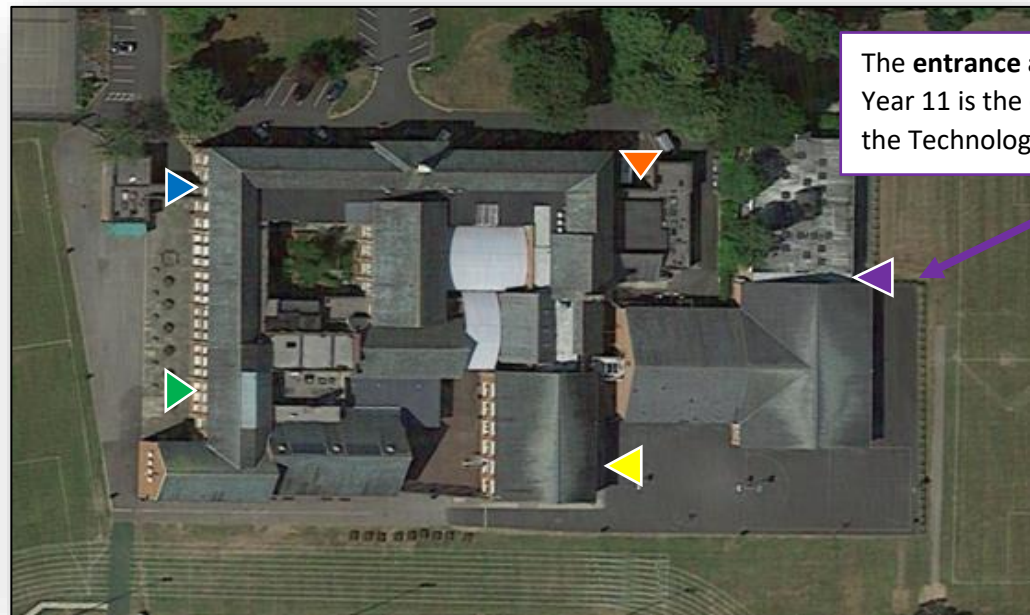
- You must arrive at school as close to 8.50am as you can and no later than 9.00am
- You will enter the school using Footpath A (see image below) and come into school using the Year 11 entrance/exit which are the doors that enter onto the Technology corridor near room 60.

The School Day from September

		Entrance	08:40	08:45	08:50	08:55	09:00	09:05	09:10	09:20	09:30	09:40	09:50	10:00	10:10	10:20	10:30	10:40	10:50	11:00	11:10	11:20	11:30	11:40	11:50	12:00	12:10	12:20	12:30	12:40	12:50	13:00	13:10	13:20	13:30	13:40	13:50	14:00	14:10	14:20	14:30	14:40	14:50	15:00	15:10	15:20	15:30	15:40			
Year 11	A				Reg/Tutor				Period 1				Period 2				B11			Period 3				Period 4																											
Use of boys' toilets:																																																			
	Year 10 Toilets																																																		
	Year 11 Toilets																																																		



Year 11 are to enter school using **Footpath A** as close to **8.50am** as possible and no later than 9.00am



The **entrance and exit** for Year 11 is the doorway onto the Technology corridor.

Year Group Bubble Locations and movement round school:



Entrances and walkways:

- ▶ = Year 7
- ▶ = Year 8
- ▶ = Year 9
- ▶ = Year 10
- ▶ = Year 11

- A - Technology Office
- B - Student Support Office
- C - Staff Kitchen
- D - Visitor Waiting Room
- E - Front Meeting Room
- F - Finance Office
- G - School Manager's Office
- H - Male Staff Changing Room
- I - Female Staff Changing Room
- J - Maths Intervention
- CS - Cleaner's Store
- WC - Toilet
- SR - Storeroom
- SP - Science Preparation Room
- D WC - Disabled Toilet

Year 11 Classrooms

You can see that Year 11 will be based in rooms 54, 55, 56, 58, 59, 60 and 62. You will also be able to access the science room 42 by walking around the rear of the school and entering room 42 through the fire exit.

Only Year 11 will use this area and you are not to enter any other area.

The only time you will see other year groups will be outside the building and socially distanced.

Toilets

Year 11 Girls:

Toilets upstairs near the exams office and LRC. The area you should use to walk to and from this toilet will be clearly marked.

Year 11 Boys:

Newly refurbished toilets opposite the bike sheds. Note that you must use this toilet only at the times specified in the School Day graphic.

Other Practical Information:

Equipment list

Bringing the correct equipment to school is as important as wearing the correct uniform. One thing that we do suggest is that you back your exercise books with sticky plastic or a plastic cover. We cannot lend equipment to students so you **MUST** come fully equipped every day with the following:

- Pens and pencils.
- 30cm ruler.
- Coloured pencils.
- Highlighter pen (ideally in different colours).
- Maths set (protractor, set square, compass).
- Pritt Stick (or similar).
- Purple and green pen to be able to conduct MAD activity.
- Dry wipe marker for use with planner whiteboard and tissue to wipe clean.
- Calculator (recommended Casio Scientific Calculator)
- Pocket English Dictionary.
- A book for reading
- Headphones if needed for use with PCs.
- Hand sanitiser
- Optional: antibacterial wipes.



**You must bring the correct
equipment every day!**

Uniform

School uniform will be worn as usual in accordance with national guidance.

However...

On days when you have PE you should come to school in your PE kit. Note that the PE kit includes **tracksuit bottoms which students will need to wear** and can be removed for the PE lesson.

Handwashing & Hygiene

- In addition to the washing facilities in the toilets, hand washing troughs will also have been installed in the compound for students to be able to wash their hands.
- All classrooms will have paper towels, cleaning spray
- All classrooms will have hand sanitiser and tissues.

Social Distancing:

Adults:

- Adults in school will maintain a two metre distance from one another as far as possible.
- Teachers and support staff will minimise time spent within 1 metre of any students. It is expected that much teaching will take place from the front of the classroom.

Students:

- Although you are in Year Group Bubbles, you should still maintain as much social distance from your peers as possible.
- You are not to congregate with other students either before school or after school. When leaving school at the end of the day, you **must leave directly** and without waiting for others.

Behaviour

- The *First Time Every Time* rule is more important than ever. When a member of staff gives you an instruction you must follow it without question immediately: **everything is being done to ensure the safety of our whole school community and this requires everyone's full co-operation.**
- Sanctions will be in place for students who do not follow staff instructions.
- Any student deliberately coughing/sneezing at people or pretending to have Covid symptoms will be deemed as a very serious behavioural misdemeanour and is likely to result in a Fixed Term Exclusion. Parents will be asked to come and remove their child from school.

Should a student become ill during the school day

- Room 1 is designated as the area that any student who becomes unwell or shows symptoms of Covid-19. Key symptoms are:
 - Changes to/loss of sense of taste smell
 - Persistent cough

- Raised temperature
- The single-occupant toilet opposite the Head's office is for use by those who are feeling unwell.
- A parent will be called to collect and remove the student and arrange a Covid test. Track and Trace will follow-up actions required from any positive test.

Subject Specific Information

Physical Education

Outdoor sports will be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene. This is particularly important in a sports setting because of the way in which people breathe during exercise.

Music

Guidance states that there may be an additional risk of infection in environments where you or others are singing, chanting, playing wind or brass instruments or shouting. This applies even if individuals are at a distance.

Singing, wind and brass playing will not take place in larger groups such as school choirs and ensembles, or school assemblies.

Where musical equipment is used, it will be cleaned between use and restricted to use within a Year Group Bubble.

Drama

Larger spaces should be used when possible (Hall, Gym, LRC) or if the weather permits outside. However, if an activity is being undertaken, raised voices should not be used (risk of saliva droplets) and students will not engage in physical contact.

Extra-curricular activities

These are an important part of school life and encouraged as part of the Balshaw's ethos. These are especially encouraged as they:

- support the rebuilding of friendships and social engagement
- address and equip pupils to respond to issues linked to coronavirus (COVID-19)
- support pupils with approaches to improving their physical and mental wellbeing

Extra-curricular activities should be restricted to the Year group bubbles that students are in and the same principles that apply to distance and movement in the classroom will apply to the running of extra-curricular activities.

Summary

We have done everything we can within the guidance to minimise risk and to keep staff and students safe. Does it mean that you can't catch Covid-19? No, it doesn't.

It is highly likely that as we move towards October and November when other illnesses, such as seasonal flu begin, that there will be local lockdowns, or sections within the school may be told that they are to quarantine by the Track and Trace system. Only time will tell.

What is important is that we work together to make the most of the time that you have in school.

It is important to work as hard as you can for your teachers. We all hope that the situation where you don't get to sit your GCSEs doesn't happen again, but it cannot be ignored as a possibility. Therefore every homework that you do, each test and each tracking report could form the dataset upon which teacher predictions are based, so it is

vitaly important that you be the best that you can be at all times and make the most you can of your time in school to work in as focussed and committed way that you can.

So, we will see you on **Friday 4th September** at 8.50am. If anything significant changes between now and then, I will be in touch with you all – as I said above, the government are reviewing their guidance again on 11th August. In the meantime I hope that you have a good summer whilst staying safe and healthy.

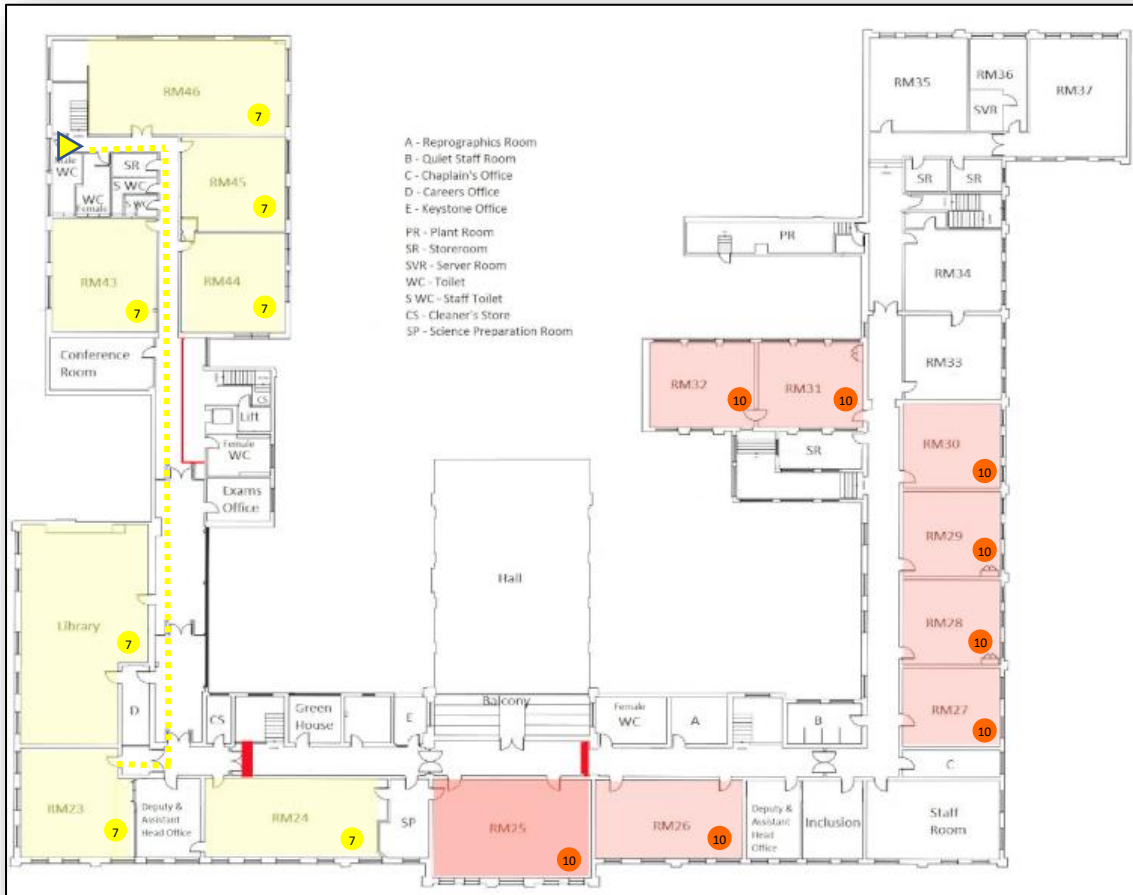
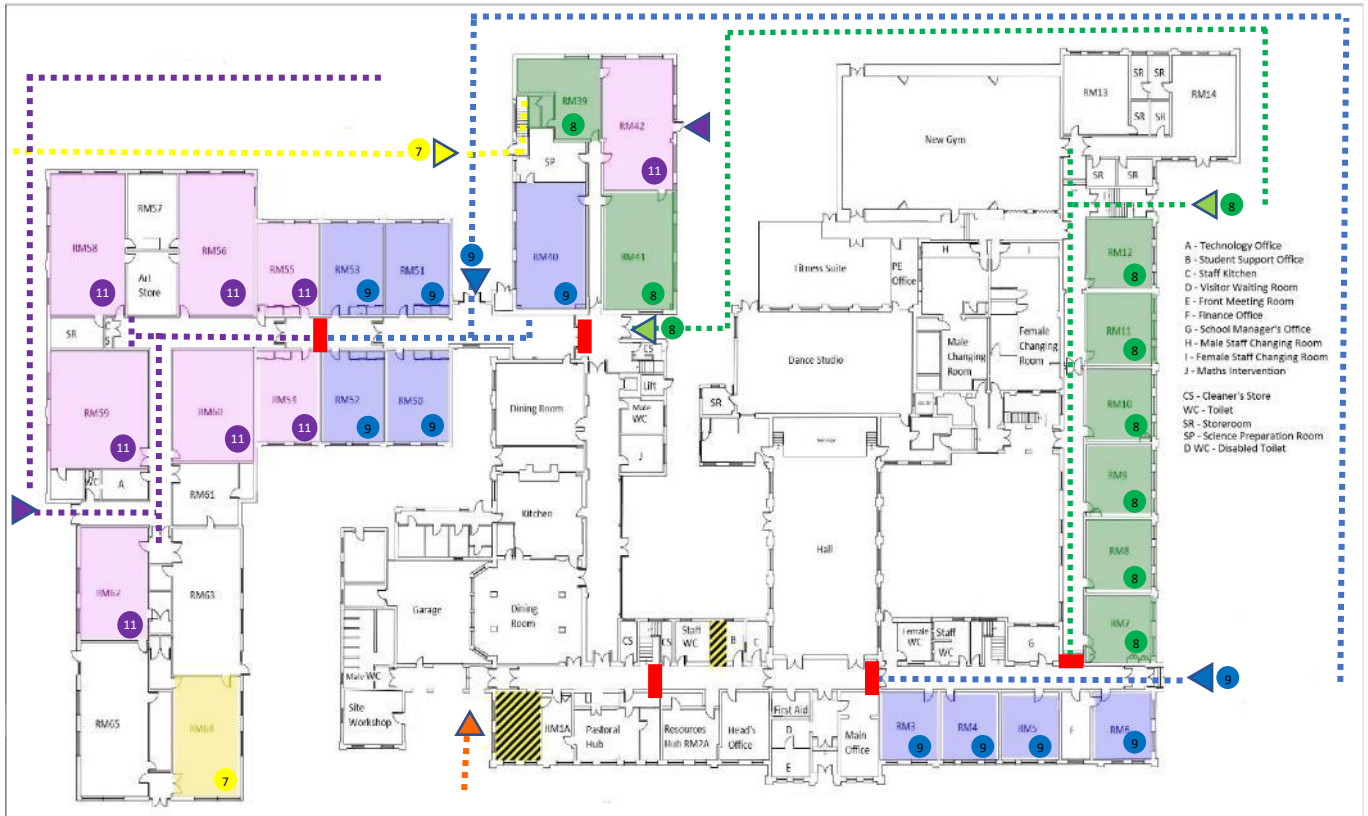
Thank you to all of you who have done your very best to keep going with the remote learning and enjoy a break from home school! Thank you for all the messages of support that we have had from you during the lockdown, either to your individual teachers or to the school. They have really been appreciated during this challenging time and we would like to thank you for all of your support. God willing, we will have the chance to start again afresh in September.

All the best for your summer,

Mr Steven Haycocks and all the staff at Balshaw's.

HEADTEACHER
BALSHAW'S CHURCH OF ENGLAND HIGH SCHOOL

Your Word is a lamp for my feet and a light on my path. (Psalm 119, vs 105)



Entrances and walkways:

- = Year 7
- = Year 8
- = Year 9
- = Year 10
- = Year 11

