



BISHOP CHALLONER CATHOLIC COLLEGE

10th June 2020

Important information for parents/carers on social distancing and changes to school operation

We are very much looking forward to welcoming your children back into school. We want our school to remain a warm, welcoming and safe environment for all.

In the table below we detail some of the changes both to the school environment and systems and procedures it has been necessary to make in anticipation of greater numbers of students returning to school.

As this is an ever-evolving situation, we will, of course, continue to adapt and react to any changes in government advice.

We would ask that parents/carers continue to work in partnership with the school in reinforcing the key messages on **social distancing**. The latest government information on social distancing can be found here,

<https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing>

To frame and support discussions with your children you might ask them to reflect on how others may be feeling on return to school, both students and staff, perhaps having witnessed first-hand the devastating effect this virus can have on individuals, families and communities.

Our mission statement speaks of how we give glory to God in our service to others. There is no better way for our young people to live out this mission by recognising the individual and collective social responsibility we have to protect all within our communities by stopping the wider transmission of this virus.

We acknowledge that whilst the measures detailed below will go some way to protecting all within our school community, as with all schools, it is impossible for us to control every moment of the school day and so it is necessary for our young people to act with maturity and consideration of others at all times,

"Do unto others as you would have them do unto you."

In our Year of Community, we also ask our students to be mindful of their responsibilities to our own local community; including on their journeys to and from school.

The safety of all within our school community remains our primary concern.

We very much look forward seeing our young people again.

J Coughlan

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	Measures put in place by the school
Arrival at school	<ul style="list-style-type: none"> Year 12 students will arrive to school through the main reception from 9:30am but no later than 11:00am. Students should sign in with their lanyards. They should not use the touchscreen facilities. Year 10 students will arrive to school through the main student entrance at the front of school. Registration will take place from 9:30-10:00am in the auditorium. Floor markings and signage in the auditorium will support students in socially distancing. Students should not be arriving to school in large groups and senior staff will be on duty to support with this. All students should be mindful of the latest government guidance on safer travel https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#walking-and-cycling
Classrooms	<ul style="list-style-type: none"> Small class sizes: Year 10 groups will range between 2 and 10 students. Year 12 will be conducted as 1-1 meetings with staff or small group tuition. Rooms have been arranged to ensure desks are well spaced (2 metres) and it is clear where students should sit. All rooms will have open doors (except fire doors) and windows to aid air circulation. Air conditioning will not be used. Each classroom will have hand sanitizer available, tissues and suitable antibacterial wipes. Soft furnishings will be removed from classrooms. Classrooms will be regularly cleaned and used on a rotational basis to avoid overuse of the same venues.
School buildings	<ul style="list-style-type: none"> There will be lots of signage and posters up around the school. Students should pay close attention to the guidance on them. Plasma screens will also be used to share key information. The school building will appear very open as, where appropriate, doors will be kept propped open as far as possible in line with fire regulations.
Breaks	<ul style="list-style-type: none"> For Year 10 students the school day is structured to avoid congregation of groups, so there is no lunch break and just a single break in the middle of the session Students will be released for a short break by senior staff in small groups to ensure this is staggered. Toilets will be used on a one-in one-out basis. Students will be expected to queue and there will be a member of staff available to monitor this. Posters in toilets will remind students of the Public Health England guidance on the importance of handwashing. Hand dryers will be switched off and students will be expected to use paper towels disposing of these in the bins provided.
Personal hygiene	<ul style="list-style-type: none"> All students will be given their own bottle of hand sanitizer on arrival at school for their first day. They should keep this on their person at all times, use it regularly and bring it with them on any subsequent visits to school. Students may bring their own hand sanitizer if they wish. There will be four portable hand-wash stations positioned at key points in the school. Students will be expected to wash their hands or apply hand sanitizer on arrival at school. Students will be asked not to share any equipment so it is important they come fully prepared for school. Students should adopt the 'catch it, kill it, bin it' approach if sneezing or coughing; cleaning their hands after. Students are encouraged not to touch their mouth, eyes and nose Year 10 students have a choice of attending in uniform or non-uniform. All clothes should be removed and washed following a day at school.
PPE	<ul style="list-style-type: none"> The wearing of a facemask/simple face covering or other PPE will be allowed. Some school staff are required to wear PPE e.g. cleaning staff and First aiders. Other school staff may choose to wear PPE. The school will have a stock of facemasks, subject to delivery, for any students that require them to travel on public transport to and from school. In general, we will not be distributing PPE to students.

Circulation	<ul style="list-style-type: none"> • The school will continue to operate its one-way system. • There will be additional physical barriers in place to support one-way circulation. • Signage and floor markings will be positioned around the school to support with circulation and social distancing. • School bells will not be used to indicate movement around the school. Students will only move around the school when directed by a member of staff.
Departure from school	<ul style="list-style-type: none"> • Year 12 students will leave school through the main reception once they have completed all their face-to-face meetings with their subject teachers. Students should sign out with their lanyards. They should not use the touchscreen facilities. • Year 10 students will leave school through the St Dunstan’s gates leading onto the church carpark once their teacher dismisses them. Departure from classrooms will be staggered to avoid congregation of groups of students. • Students will not be permitted to wait for their friends, or to gather in large groups, either on site, or outside school. • We would respectfully ask that parents/carers do not gather at the school gates.
Attendance	<ul style="list-style-type: none"> • School attendance is <i>not</i> mandatory and those parents who choose to keep children at home will <i>not</i> be fined. Attendance is not a decision for the school, it is a decision for families to make free of pressure. We ask that you kindly advise the school in the survey you receive as to whether your son/daughter will be attending. • Attendance calls on a daily basis will be made to parents/carers of students that are expected to be in school. • Students attending school are expected to be on time. • If a student shows any signs of COVID-19 symptoms they should not attend school and we would advise they follow government guidance on testing. • Parents/carers should continue to follow the usual school procedure with regard to any other reason for absence.
First aid	<ul style="list-style-type: none"> • PPE will be used by staff when administering first aid and when dealing with a student displaying symptoms of becoming unwell. • If a student feels ill at any point whilst on school site they should immediately make their way to the First Aid room. • The First Aid room has temporarily moved to the Technology room T1. This is a large, open venue in close proximity to the student toilets, the cleaners and with an outside exit route to main reception in the event of having to send any sick students home. • If a student display COVID-19 symptoms parents/carers will be contacted and asked to collect their child from school. • All First Aid staff are fully aware of their responsibilities with regard to the control of the outbreak of COVID-19. • If a student tests positive for COVID-19, the school must be informed immediately by contacting reception or emailing us directly.
Group sizes and mixing	<ul style="list-style-type: none"> • A maximum of 25% of the year group will attend on any given day. This equates to 46 Year 10 students and 38 Year 12 students. • Year 10 and 12 will not attend on the same days. • For Year 10 students attending more than one session in school they will always attend with the same group of students from their year.
Safeguarding and wellbeing	<ul style="list-style-type: none"> • A designated safeguarding lead will be available on site every day. • Key pastoral staff will be available on site to speak with students as necessary. • Changes to fire/lockdown procedures will be communicated to students at the start of each day including how and where to assemble.
General	<ul style="list-style-type: none"> • No visitors are allowed on our school site without a prior appointment, this includes parents/carers. • There will be no before school or after school clubs available. • As the school day will be significantly shorter and finish at lunchtime there will be no canteen facilities available for Year 10 and 12 students. • Students eligible for FSM will continue to receive vouchers. • Practical lessons will not be taking place. • Parents/carers are urged to read our behaviour policy appendix available on the school website via https://www.bishopchalloner.org.uk/catholic-college/about/policies • The usual school rules on use of mobile phones still apply.