



2 March 2021

Dear Parent/Carer

As promised last week, I am writing to provide further information around our return to school for Year 12 and the mass testing which we will be completing. Please take the time to read the information in this letter carefully.

### **Testing**

We will be inviting students into school in a staggered fashion in order to take their test.

**Monday 8 March 2021** Year 13, **Year 12** and Year 11

Tuesday 9 March 2021 Year 10 and Year 7

Wednesday 10 March 2021 Year 8 and Year 9

**Students were able to give their own consent and therefore we will send a separate email informing them of their appointment time. We will send this email by 5pm on Thursday 4 March.**

It is very important that appointment times are kept, as due to the very high numbers who have given consent for testing, we will have to keep to a very strict schedule in order to be able to test this number of students. Can I ask you to discuss this with your child and remind them to check their school e-mail account?

**Students will come into school on their allocated day and time and will enter the school via the sports field entrance at the rear of school. This can be accessed by the foot path on Back Lane or Fieldhead Drive.** Staff will be on hand to supervise them and guide them to the test centre. Once they have taken their test they will leave via the sports field entrance and return home.

Students will receive the outcome of the test via text and/or email, using the mobile phone number and/or e-mail address, which was submitted when they gave consent for testing.

**Students will then return to school the next day**, as shown below, unless they have received a positive test result, in which case they will isolate in line with PHE guidance.

**Tuesday 9 March 2021** Year 13, **Year 12** and Year 11

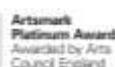
Wednesday 10 March 2021 Year 10 and Year 7

Thursday 11 March 2021 Year 8 and Year 9

We have informed Northern Rail of our return to school plans who will be increasing staffing at Guisseley train station accordingly, in order to help remind those travelling by train of the rules around public transport, in particular wearing a face covering and social distancing where possible. Please note that there is still a reduced service running and those students who will be using public transport will need to plan their journey appropriately.

Once students have returned to school they will access two more LFT tests. This process will be managed in school.

Fieldhead Road, Guisseley, Leeds, LS20 8DT 01943 872315 [guiseleyschool.org.uk](http://guiseleyschool.org.uk) [info@guiseleyschool.org.uk](mailto:info@guiseleyschool.org.uk)  
Headteacher: Mr Paul Clayton



## Return to school

### General Information

- A full **updated risk assessment** has been developed and will be published on the website.
- Individual risk assessments will also be reviewed and updated for PE, Music, Drama, Art and Science lessons.
- Any parents wishing to come into school to meet with a member of staff **must have a pre-arranged appointment**. While face to face meetings in school may still be necessary, alternatives must be considered due to the restrictions within which we are working.

### Year 12 Tuesday 9 March

Year 12 will start school on **Tuesday 9 March at 08:30**. As before Christmas, they should enter and exit the school only through **the Back Lane entrance**.

**Your child should not return to school if they, or any member of their household, are displaying symptoms of CoViD-19**

### Bubbles and dedicated areas

- Year 12 will **remain in a Key Stage bubble** to minimise contacts with other students and will continue to be housed in a dedicated part of our Sixth Form block.
- All lessons will continue to be taught in this area except for Biology, Chemistry and Physics when they will use one of the science classrooms.

### Lessons and equipment

- Year 12 will follow their **normal timetable** upon their return
- They should therefore ensure they have the **correct books and equipment** for each lesson and have their school planner with them.

### CoViD-19 security and hygiene

- All classrooms have been adapted (where possible) with the desks facing forwards.
- All classrooms will be ventilated via doors and windows where possible.
- Sanitisation stations have been placed at all entrances and classrooms. Students must **sanitise their hands** as they enter the school site and regularly throughout the day. They must sanitise or wash hands before entering and exiting separate buildings, and after using the toilet.
- Students will be required to **sanitise their desks** and working areas at the end of each lesson.
- A **one-way system** will be in place around school to avoid congested corridors, entrances and exits.
- The **Catch it, Kill it, Bin it** approach will be consistently promoted. Tissues and bins have been placed in every classroom to support this. Students will not be allowed to share equipment or resources with each other at any time and should come fully equipped for lesson. The mandatory equipment list can be found on the school website.
- Students should bring a **bottle of water** as drinking fountains will not be in use. We would like to remind parents that fizzy drinks, energy drinks and drinks high in sugar are not permitted.
- There will be an **enhanced whole school cleaning schedule** in place throughout the school day for toilets and social areas and any communal spaces used for lessons such as PE, Music etc.
- All areas will be thoroughly cleaned and hygiene materials restocked at the end of each day.

## Face Coverings

- Our Local Authority Risk Assessment now states that students **must wear face coverings while in class** and while moving around the indoor school environment.
- Face coverings can only be removed where it is guaranteed that social distancing can be maintained or when wearing a face covering would impact on the activity being undertaken, for example eating lunch.
- **Please ensure your child has a clean face covering for their return to school.** For safety and hygiene purposes, we strongly recommend students use fabric face masks, and avoid the use of temporary masks which have a very limited lifespan.
- Some students will be exempt from wearing face coverings, for example if they have a physical impairment or it causes high levels of anxiety. If you feel this applies to your child, please notify their pastoral team.

## Managing cases of CoViD-19:

- If your child or someone in your household or support bubble show any symptoms of CoViD-19 at home, **your child must not attend school**. Please contact Mrs Tanner on 01943 872315 as soon as you become aware that your household or social bubble will need to self-isolate.
- If any Guiseley School student tests positive for CoViD-19, you must notify [positivetest@guiseleyschool.org.uk](mailto:positivetest@guiseleyschool.org.uk)
- If your child show symptoms of CoViD-19 whilst at school, they will be removed from lessons and isolated. We will call home immediately and ask you to collect your child.
- We would then expect you to follow the [Test, Track and Trace](#) procedure and to contact school with any relevant information.
- The school will follow local health team advice when managing any confirmed cases of CoViD-19 amongst the school community.

We are very much looking forward to welcoming Year 12 back into school next week. Thank you as always for your patience and support.

Yours sincerely



Mr P Clayton  
**Headteacher**

Paul Clayton  
**Headteacher**