

March 2021 Reopening

# Parent/Carer Guide

## March 2021

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## Contents

<b>INTRODUCTION</b> .....	3
ATTENDANCE.....	4
<b>RETURNING TO SCHOOL</b> .....	5
SCHOOL PREMISES PREPARATION .....	5
SANITISATION .....	6
SITE ACCESS .....	6
TRAVELLING TO AND FROM SCHOOL.....	6
YEAR GROUP BUBBLES.....	7
ENTRANCE/EXITS:.....	7
BEFORE SCHOOL .....	9
TUTOR ROOMS .....	9
<b>STANDARDS</b> .....	9
UNIFORM .....	9
FACE COVERINGS.....	11
EQUIPMENT.....	11
LESSONS .....	12
END OF LESSONS .....	14
USE OF TOILETS IN LESSONS .....	14
LEARNER CONDUCT & BEHAVIOUR.....	15
BREAKS & REFRESHMENTS .....	15
ENHANCED PROVISION .....	16
FIRST AID & LEARNER ILLNESS.....	16
COVID-19 .....	17
SUMMARY .....	19

# March 2021 Reopening

## INTRODUCTION

This booklet seeks to answer any questions you may have about the reopening process and provide guidance on the expectations the school has for all learners who are returning to school and how we will ensure everyone is kept as safe as possible. This guidance has been produced with your child's wellbeing in mind, it describes and explains the measures we have established in order to ensure that they remain safe during this time. Much of the guidance has evolved from the documents produced for the September full re-opening. However, we have updated the guide further with the most recent DfE guidance published in February 2021. It is important to note that while these measures are current at the time of publication, the school may have to make changes and communicate these at short notice. We appreciate your understanding and support whilst we navigate these most unusual times. Should you have any concerns you are encouraged to seek guidance from the school.

The Department for Education (DfE) "Schools coronavirus (COVID-19) operational guidance" (February 2021) states "From 8 March, all pupils should attend school." This guidance further states "We know that the predominant new variant of coronavirus (COVID-19) is more transmissible however, PHE (Public Health England) advice remains that the way to control this virus is with the system of controls, even with the current new variants." The DfE consider the balance of risk to be now overwhelmingly in favour of children returning to school in order that their future life chances are not impeded by a lack of education. The guidance marks clear progression from the model we have adopted in the autumn term 2020 and requires close consideration by the school in order to ensure a safe implementation.

Please note that the guidance provides principles and systems of controls for schools to follow that have been approved by Public Health England (PHE). Some of these measures must be completed by schools whilst others allow the school to apply the principle of the guidance to their own setting. The safety and wellbeing of all of our communities is our primary concern, and safe reopening to all year groups can only be achieved if all we all work in partnership to consistently observe and adhere to the measures and guidance in place.

We are following the guidance which states that Key Stage 4 (KS4) learners may be grouped into years (years 10 and 11) and taking an approach to generally allow groups of Key Stage 3 (KS3) learners to be taught in smaller, "tighter" groups. The guidance gives the delivery of a full range of subjects greater importance over class sized bubbles; we have gone some way to meeting both of these objectives. In their most recent guidance, February 2021 the DfE state that "consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group. Maintaining distinct groups or 'bubbles' that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate and to keep that number as small as possible".

In line with the approach we took for welcoming all year groups back in September 2020, along with this guidance, we have also produced a learner guide detailing all of the

# March 2021 Reopening

measures in place, along with our expectations of the learners whilst in school. These will continue to be reviewed and communicated as guidance changes.

There remains a possibility that local lockdowns may be imposed should transmission rates increase. These lockdowns may vary in size but they could include regions, metropolitan areas, towns or specific postcodes. It should also be noted that in the event of infections within a school community PHE may advise a class, year group or school be closed to all but key worker and vulnerable children. The Headteacher remains empowered to discontinue the attendance of learners should it be deemed necessary. Due to the very wide range of considerations it is almost impossible to define the circumstances under which this decision would be taken. The health and safety of our school community is uppermost in our minds and the leadership and governance of the school take this responsibility very seriously. In the event that this becomes necessary all of our community will be kept up to date with the latest guidance and expectations.

The process of opening under these conditions is a little complex but we are confident that it is both safe and achievable if all learners follow the guidance we have produced. Your support in explaining the procedures we have put in place to your child will be most appreciated and should go some way to reduce any anxiety your child might have about returning to school.

## ATTENDANCE

School attendance from the week beginning 8 March is compulsory. The DFE maintain that *"it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development"*. "Guidance for full opening – schools" (2 July 2020). The most recent guidance from the DFE makes it clear that "the usual rules on school attendance apply, including:

- *parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age)*
- *it is schools' responsibility to record attendance and follow up absence*
- *the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct*

The reasoning behind this decision was that missing out on more time in the classroom risks learners falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school.

In line with national expectations, the reopening process will begin on the 8 March 2021. The government has awarded some flexibility to secondary schools to facilitate a staggered reopening to all year group over the course of this week. We therefore propose to stagger the return of each year group over the course of the week beginning 8<sup>th</sup> March, to allow for a full reintroduction back into school life and ensure we can meet

# March 2021 Reopening

the Covid asymptomatic testing expectations. We will be inviting learners back on the following schedule:

<b>Date</b>	<b>Year group return date / Induction</b>
Monday 8 March 2021	Year 11
Tuesday 9 March 2021	Year 10
Wednesday 10 March 2021	Year 9
Thursday 11 March 2021	Year 8
Friday 12 March 2021	Year 7

From the date of your child's induction they will return to fulltime classroom based learning. In the interim, whilst awaiting their return to school, learners will continue to engage with remote learning from home. Learners will be expected to attend school at the usual time of 8.30am on the allocated day of their initial return, and each day following this.

## RETURNING TO SCHOOL

### SCHOOL PREMISES PREPARATION

All required premises checks have and will continue to take place as appropriate. All used classrooms/areas (including communal areas and high contact points) will be thoroughly cleaned at intervals during the school day.

All classroom doors will be opened each morning and lights switched on by a member of staff, and for ventilation purposes doors will remain open throughout the day. All windows will also be opened by the designated member of staff each morning, and these will remain open where possible throughout the day for ventilation purposes.

Increased and appropriate signage is displayed in various places around school; including classrooms. It is hoped this will remind all learners of the expectation regarding social distance and the direction of travel at all times within the building and on the school site.

The use of the school lifts will only be used if this is essential and as clearly documented on an individual learner's risk assessment. In the event of two learners having to use the lift together, they must face in opposite directions and parental permission will be obtained; this will be outlined in the child's risk assessment.

# March 2021 Reopening

## SANITISATION

The school is maintaining sufficient cleaning products to ensure that full and effective sanitisation can take place.

The number of fixed hygiene stations around the site have been maintained and learners will be expected and encouraged to use these regularly as well as ensuring frequent handwashing throughout the day. Wall mounted hand sanitiser dispensers are fitted to the inside of every classroom. Toilets and kitchen areas will be kept well stocked of hand soap and paper towels at all times.

In order to ensure that any potential for cross contamination between learners is reduced, the rooms used will undergo full sanitisation after each daily use. We will also ensure that common areas are suitably disinfected between use by different groups.

## SITE ACCESS

Learners should arrive at school at their usual time. There will be no staggered start to the school day. School will begin for everybody at 8:30am. In order to maintain social distancing, the school site has signage to remind learners to respect everybody's social distance. A two metre social distance is currently recognised as optimal, but with additional measures one metre plus is acceptable. Whilst social distancing between learners in classrooms is neither expected nor possible, the advice we are sharing with learners is to give others as much 'space' as possible at all times.

## TRAVELLING TO AND FROM SCHOOL

Please consider carefully how your child is going to travel to and from school. If they are walking, please encourage them to maintain a social distance from others. If they are being transported by car please could all drivers not park, pick up or drop off learners on the turning circle. Under no circumstances will drivers be able to use the drive up to school to drop off or pick up their child. The vehicle entrance gates to the school will be closed at 8:15am to ensure the safety of all pedestrians on the school site is maintained. Please find an alternative meeting point away from the school site and the busy school bus bays.

The government guidance suggests that we should encourage learners not to travel by public transport where possible. We have been informed by TfGM that the bus service suspended for the lockdown period will be fully reinstated on 8 March 2021. Please could you ensure your child wears a face covering and observes social distancing rules. As all buses are managed and operated by private providers, your child may be barred from using the bus if they are not observing the rules.

School are still seeking to keep to an absolute minimum the number of visitors permitted on site during the school day (including parents and carers) unless is it classed by the school as essential. Parents who are requested to collect their child from school in the

# March 2021 Reopening

event of illness or non-compliance will be required to remain outside of reception. Any communication staff need to have with parents or carers will be via telephone or email as appropriate until restrictions are lifted further.

## YEAR GROUP BUBBLES

The 'bubbles' that we established in the autumn term will be maintained. In line with guidance we will continue to adopt the year group 'bubble' approach. The school will endeavour to maintain each year group independently of the other year groups. This represents some challenges that will be explained later in this guide but will include separate entrances, break times and lunchtimes. Each year group have been allocated a separate entrance to use. Additional hand cleaning stations have been installed at each of these entry points and learners will be supervised cleaning their hands before they enter the school building.

## ENTRANCE/EXITS:

The specified entrance to be used by each year group is detailed in the table below.

Year group	Entrance
Year 7	Maths corridor double doors
Year 8	Canopy
Year 9	Common area
Year 10	Science corridor (tennis court entrance)
Year 11	Market garden (Technology door)

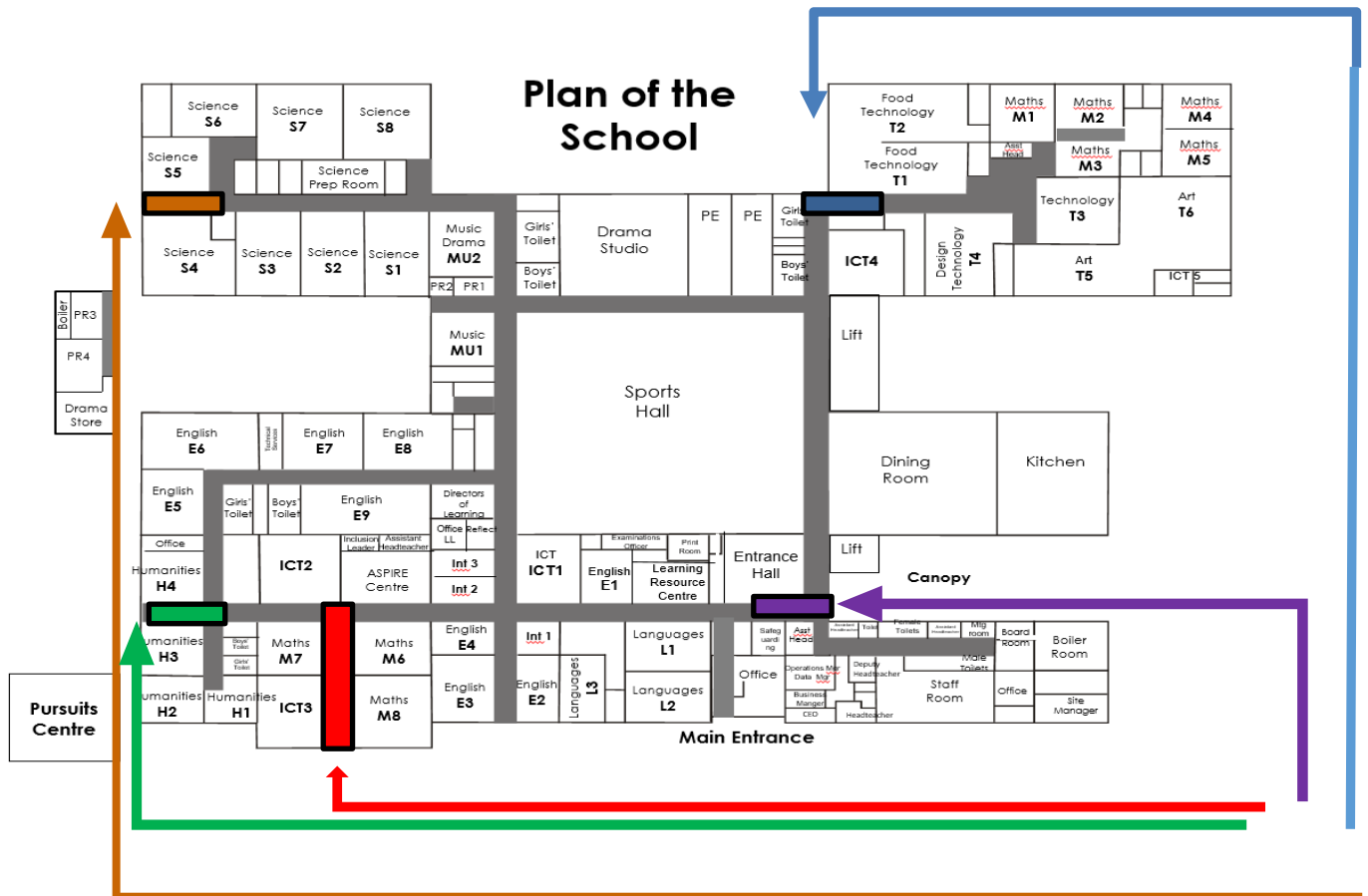
Between the hours of 8:00am and 8:25am learners may gather in the allocated area for their bubble. The plan on the next page shows where these areas are along with the entrance and exits to be used.

Upon arrival, learners will enter the school, wearing their face covering, using their assigned bubble entrance and ensure that they maintain the appropriate distance from one another.

Just before or after entering the school, all learners will clean/sanitise their hands at the station provided, they will make their way to their allotted classroom.

# March 2021 Reopening

For ease of reference please find the current arrangements regarding entrances and exits to the building for the different bubbles below:



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



# March 2021 Reopening

## BEFORE SCHOOL

If your child arrives to school between 8:00am and 8:25am they can go to their year group bubble waiting area. Year 7 and Year 9 are sharing a side each of the OPC, Year 8 may use the canopy, Years 10 and 11 may use alternate marked out sides of the Dining Room.

Please encourage your child to respect the local community to which our school belongs. In order to assist in keeping our school and the local community safe please ask your child to not visit shops or gather together in groups during this time.

## TUTOR ROOMS

Provisional tutor rooms have been allocated as follows:

Year 7	Year 8	Year 9	Year 10	Year 11
7A M6	8A L1	9A H4	10A S1	11A ICT4
7S M7	8S E1	9S E5	10S S7	11S M1
7P M8	8P L3	9P E6	10P S2	11P M2
7I H1	8I E2	9I E7	10I S3	11I M4
7R H2	8R E3	9R E8	10R S8	11R M5
7E H3	8E L2	9E E4	10E S4	11E T6

## STANDARDS

### UNIFORM

Standards of uniform continue to be a priority as professional dress creates a professional climate for learning and a sense of belonging. May we take this opportunity to request that families support us with ensuring their child is dressed appropriately for school.

We would like to take this opportunity to remind you about the following expectations:

- please do not wear any jewellery, this includes watches and earrings. False nails are not permitted and we request that nails are kept trimmed short.
- no trainers – all sports brands are not permitted to be worn as school shoes. Please support us by not purchasing sports brands such as Nike, Adidas, Puma, Converse, New Balance and Umbro.
- the **new** blue PE kit introduced last year is now compulsory for ALL learners across all school years. No alternative sportswear item will be accepted.

We understand that a number of learners may have grown out of uniform items during the lockdown period. Uniform items are available to purchase on-line from our usual

# March 2021 Reopening

suppliers on a click and collect basis. Please ensure you have factored delivery times into your schedule.

Our uniform suppliers are: Kidstop: 49 Market Street, Hyde 0161 3684500) <https://www.kids-stop.co.uk/> and [www.myclothing.com](http://www.myclothing.com) 08000699949.

Our uniform requirements are listed in the table below:

<b>Blazer / Jumper</b>	Year 7-10: Navy blue blazer with a V-neck grey jumper Year 11: Burgundy V-neck jumper with navy blazer. Blazer and jumper to display LHS logo. Blazer sleeves not to be rolled up.
<b>Tie</b>	Striped tie in school colours – Class of 2025: Silver. Class of 2024: Turquoise. Class of 2023: Red, Class of 2022: Purple Ties to be worn with five stripes visible (no more than five cm above the waist). Year 11 will wear a plain navy blue tie. Learners in leadership positions will wear a light blue tie. Year 8 Transition Leaders will wear a silver tie.
<b>Trousers / skirts</b>	Dark grey tailored trousers or pleated skirts. No jeans or skin tight trousers or skirts. Skirts should be worn professionally, on or just above the knee and not rolled at the waist. No leggings / footless tights.
<b>Shirt</b>	White shirt with collar that buttons to the top. Shirts/blouses should be tucked in at all times.
<b>Socks / Tights</b>	Plain navy, grey or black. Socks to be worn below the knee. No decorations such as ribbons or bows.
<b>Shoes</b>	Plain black shoes. No trainers / sports shoes, <b>no brands such as Adidas, Nike, Converse, Puma, New Balance, Umbro</b> . Boots (including ankle boots) or canvas shoes. No shell-toes.
<b>Jewellery</b>	A wrist watch and one pair of stud earrings worn in the earlobes. These <b>can hide bugs</b> . If you can go without please do so. No nose studs, tongue studs or other facial piercings. No other jewellery e.g.: bracelets, rings etc.
<b>Bag</b>	Strong waterproof bag which is large enough to hold an A4 file.
<b>Make-up</b>	Discreet.
<b>Nails</b>	No nail varnish or acrylic nails, including French nails. Long nails can hide virus <sup>1</sup> .
<b>Hair</b>	No extreme hair styles such as shaved patterns or stripes. Hair should not be unnatural in colour. Hair accessories should be plain black, grey or navy. Head scarves should be plain navy.
<b>Outdoor wear</b>	All outdoor wear including jackets, scarves, gloves or hoodies are not to be worn in school.
<b>PE Kit</b>	Compulsory: Navy and sky blue top and navy and sky blue shorts, both with our school logo. Navy and sky blue sports socks. Optional (Can be worn instead of shorts): Navy tracksuit trouser / navy sports legging, both with logo. Long hair must be tied back. Optional: Navy and sky blue hooded top, Navy and sky blue panelled rain jacket. (All with the school logo). Trainers / football boots.
<b>GCSE Dance</b>	GCSE Dance kit: Navy and sky blue top (as PE kit). Navy sports leggings or navy tracksuit trouser, both with logo. Suitable dance shoes, no trainers. Long hair must be tied back.

## March 2021 Reopening

We expect full school uniform to be worn by all learners. Staff will challenge all learners who are not dressed appropriately for school. If there is a genuine reason for incorrect uniform your child will need to have a note from you stating clearly the reason and a resolution date that they will be back in professional clothing. Having false nails or additional facial piercings which cannot be removed are not acceptable reasons for non-compliance with our expectations. Non-compliance with our uniform expectations may result in your child being sent home to change or isolated and receive a sanction. For the benefit of all our learners please support us with our uniform expectations.

We ask families to ensure all items of school uniform are clearly labelled with the learner's name. Official stockists of the school uniform are: and Kidstop: 49 Market Street, Hyde 0161 3684500) <https://www.kids-stop.co.uk/> and [www.myclothing.com](http://www.myclothing.com) 08000699949.

**Please note:** PE kit is **not** available from myclothing.com.

Ties are available to purchase from the school office.

### FACE COVERINGS

A well-publicised change to the most recent guidance from the DFE in February 2021 concerned the use of face coverings. In the latest document the DFE have said that "we recommend that face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained. Face coverings do not need to be worn by pupils when outdoors on the premises". As a result your child is required to wear a face covering whilst inside the building unless they are medically exempt, they are engaging in PE or they are eating or drinking. In a change to previous guidance, this does now include in classrooms for a limited time up to the end of this half-term, when the government have advised that this will be reviewed. We would therefore expect that your child has a plain face covering each day (with a spare in a resealable plastic bag in the event that they need to change this covering as a result of wearing for longer periods of time).

### EQUIPMENT

Please ensure your child comes equipped with their High Five, (pen, pencil, ruler and scientific calculator) and a packet of tissues. All learners were provided with a pack of equipment to support learning in the Autumn term - please could you ensure that these are packed ready for their return to school. In order to reduce cross contamination, learners will be unable to borrow equipment from school or each other. Please encourage your child to pack their bag the night before and check that they have everything they need for their school day, it will support your child's smooth transition back into school. As water fountains are not in use, a filled reusable water bottle is recommended. Drinks will be available to purchase in the usual manner at breaks and lunchtimes. Please remember to top up your child's school meals account before their return.

Classroom based resources, such as books and games, can be used and shared within the bubble; these will be cleaned regularly, along with all frequently touched surfaces.

# March 2021 Reopening

Resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles."

## LESSONS

Generally speaking the site has been split into two areas, one for KS3 (key stage three) and one for KS4 (key stage four). KS3 will be based in the lower end of the school: English, humanities, etc. KS4 will be based in the upper end of the school: science, music, technology, etc. These rooms contain specialist equipment which will allow older learners who are studying for their GCSEs easier access. There will be occasions when these principles of separation will be transgressed in order to allow access for year groups to specific rooms.

Years seven, eight and nine will continue to chiefly be based in one classroom and staff moving around them. There are instances where specialist equipment is needed and movement at these times will be required. Some subjects will be taught in mixed ability form groups. However, other subjects will be arranged in sets which are broadly in line with their ability for that subject.

It remains the learners' responsibility to sanitise their hands when they enter and leave the classroom. Lights that are required during the course of the day will be switched on at the start of the day and remain on until the school closes. Foot operated, lidded bins are present in each classroom used. These are specifically designed to ensure that any risk posed from used tissues is reduced. Any tissues or wipes should be placed in these bins immediately after use.

In the unlikely event of one or more learners receive a positive test result for Covid-19 PHE require that schools be able to inform them who a learner has been sat next to during their schooling. This is an element of the government's test and trace strategy. As such, learners will sit at their assigned desk in accordance with the seating plan, which will be in place for every lesson taught. Seating plans will no longer be fluid. Seating will be arranged to ensure that any risk of transmission is reduced. In the majority of classrooms desks will be arranged in rows facing the teacher.

# March 2021 Reopening

The plan of timings for the day remains unchanged and is detailed below:

Year 7	Year 8	Year 9	Year 10	Year 11
<b>Tutor</b> 8:30 – 8:55	<b>Tutor</b> 8:30 – 8:55	<b>Tutor</b> 8:30 – 8:55	<b>Tutor</b> 8:30 – 8:55	<b>Tutor</b> 8:30 – 8:55
<b>P1</b> 8:55 – 9:55	<b>P1</b> 8:55 – 9:55	<b>P1</b> 8:55 – 9:55	<b>P1</b> 8:55 – 9:55	<b>P1</b> 8:55 – 9:55
<b>P2</b> 9:55 – 10:55	<b>Break</b> 9:55 – 10:20	<b>P2a</b> 9:55a – 10:25	<b>Break</b> 9:55 – 10:20	<b>P2</b> 9:55 – 10:55
<b>Break</b> 10:55 – 11:20	<b>P2</b> 10:20 – 11:20	<b>Break</b> 10:25 – 10:50	<b>P2</b> 10:20 – 11:20	<b>Break</b> 10:55 – 11:20
		<b>P2b</b> 10:50 – 11:20		
<b>P3</b> 11:20 – 12:am	<b>P3</b> 11:20 – 12:20	<b>P3</b> 11:20 – 12:20	<b>P3</b> 11:20 – 12:20	<b>P3</b> 11:20 – 12:20
<b>P4</b> 12:20 – 13:20	<b>Lunch</b> 12:20 – 12:50	<b>P4a</b> 12:20 – 12:50	<b>Lunch</b> 12:20 – 12:50	<b>P4</b> 12:20 – 13:20
<b>Lunch</b> 13:20 – 13:50	<b>P4</b> 12:50 – 13:50	<b>Lunch</b> <b>12:50 – 13:20</b>	<b>P4</b> 12:50 – 13:50	<b>Lunch</b> 13:20 – 13:50
		<b>P4b</b> 13:20 – 13:50		
<b>P5</b> 13:50 – 14:50	<b>P5</b> 13:50 – 14:50	<b>P5</b> 13:50 – 14:50	<b>P5</b> 13:50 – 14:50	<b>P5</b> 13:50 – 14:50

# March 2021 Reopening

## END OF LESSONS

At the end of the lesson learners will leave in an orderly, calm and professional manner, sanitise their hands and maintain their distance from other learners and staff. Staff will remind learners to ensure that no property is left behind. Should any items be found they will be placed in clear plastic bag, zip tied and stored at the school's reception.

## USE OF TOILETS IN LESSONS

Toilets can only be used during break and lunch times. In order to spread the use of toilets more evenly and to limit the opportunity for bubbles to make contact with each other, year groups have been allocated a toilet to use within their teaching areas.



There are gender neutral toilets available for both KS3 and KS4 learners.

# March 2021 Reopening

## LEARNER CONDUCT & BEHAVIOUR

We appreciate that the reopening of the school in the manner outlined by this guide represents a much more structured experience for the learners, fewer movements between lessons and less cross over between year groups. To keep everybody safe it is necessary that everybody in our community follows the rules and expectations. We will maintain our high expectations for exemplary behaviour. Now more than ever it is critically important that all learners follow staff instructions first time, every time and we fully anticipate that all learners will do this. We will maintain our use of 'Choice, Chance, Consequence' for behaviour management purposes.

There is a firm expectation that learners will comply with the social distancing measures in place in school at all times. We are mindful that this is a significant change to normal routines in school. We also recognise that we will need to remind the learners of this requirement in order to ensure the wellbeing of our community and your families.

If your child is failing to amend poor behaviour choices and is not positively responding, they will receive a sanction in the form of a detention afterschool. As you were aware from the autumn term detentions for poor choices in lessons will be served the same day afterschool for twenty minutes. For more serious breaches of the behaviour policy learners may receive a whole school detention for one hour, these are issued with 24 hours' notice. You will be notified of this by text message.

Exclusions for the most serious breaches of our code of conduct will remain in place. Parents and carers will be requested to attend school for a meeting with senior staff if their child receives an exclusion.

Rewarding learners is a key element of the school's behaviour management approach. Staff will continue to reward learners who make good choices and demonstrate our core ASPIRE values. The school has recently reviewed the rewards policy and we look forward to sharing this with you after Easter.

The school has also developed a new Behaviour Policy, and this will be shared with families after Easter. The current policy has been communicated to parents and carers and is available on the school's website.

## BREAKS & REFRESHMENTS

Learners may wish to bring bottled water with them to school. Please ensure that your child has enough water to last them at least until their allocated break or lunchtime. The water fountains are decommissioned for the foreseeable future and learners will not have access to these to refill their water bottles. Drinks will be available at break and lunchtimes as usual.

At this stage, and in order to reduce any risk of cross contamination, the biometric system will not be returned to use for the payment of items from the dining hall. Learners will be required to give their name at the till to access payment via their account. Please ensure that your child's account is up to date and in credit. We are discouraging the use of

# March 2021 Reopening

cash. We would appreciate it, where possible, that parents and carers credit their child's accounts through the parent pay card system.

In order to reduce disturbance to learning the school bell will not be sounding to signal break and lunch times. Learners will be advised by their class teachers when the lessons have ended for break and lunch.

Years 9, 10 and 11 will use the dining hall & canopy.

Years 7, 8 will use the Outdoor Pursuits Centre and the side of school.

The dining hall will have areas marked where learners may sit in line with current social distancing guidelines, this will similarly be the case on the benches in the canopy area.

In years 7, 8 and 9 learners will no longer be allowed to eat their lunch in classrooms. However, in the event of inclement weather, learners will be directed inside at the discretion of the member of staff on duty and they may then eat their lunch inside.

## ENHANCED PROVISION

The Aspire Centre will be open for use by learners, according to their individually agreed plans, who need additional support or a quieter working environment. Working areas including desks and computers will be marked out allowing learners to practice appropriate social distancing.

In order to ensure that the needs of our learners are met, some may require specific risk assessments completing for this period. If a learner has entitlement to TA support, this will continue to be in place (whilst observing social distancing) to ensure that needs are met and that teachers are supported.

## FIRST AID & LEARNER ILLNESS

In the event your child falls ill during the school day they will be assessed by a first aider. Should their symptoms be consistent with a Coronavirus infection, the learner will be isolated, supervised, and you will be called and your child will be sent home.

If your child has any Covid-19 symptoms before the start of the school day please do not send them in to school. All Covid-19 symptoms are detailed on the NHS website or the NHS telephone 111 service.



# March 2021 Reopening

## COVID-19

### **Coronavirus (COVID-19) asymptomatic testing**

In the most recent guidance from the DFE regarding Covid testing (2 February 2021), the government announced that "to safeguard the health of the teaching workforce and keep as many staff, pupils and students in school as possible, we have made rapid lateral flow coronavirus (COVID-19) tests available to schools and colleges. The use of rapid lateral flow tests allows us to identify individuals with coronavirus (COVID-19) who do not have symptoms, which may make up around a third of all cases.

Finding asymptomatic cases, along with other infection prevention and control measures such as social distancing, can help us manage the transmission of the virus".

In line with other secondary schools we have been issued Lateral Flow Devices (LFD) for learners and staff and have set up a testing centre in the sports hall. Testing is voluntary and you will be asked for your consent. After receiving advice on how to conduct the test, your child will be asked to self-swab.

Schools have been advised to test learners on their first day back in school and to repeat twice more at intervals of 3-5 days. We have been advised that after this point testing will become the responsibility of families and take place at home using tests provided by school.

On the first morning of your child's return to school they will be collected and taken to the test site to self-administer a swab test. We have four testing booths, each fully equipped for the testing process. On entry to the site your child will be issued with a barcode which they will hand to a staff supervisor. They will then enter their allocated booth. Assistance will be available to your child, but staff will not administer the test for them. Using the swab provided they will be asked to swab the back of their throat on both sides, then swab one nostril. The swab will then be placed in a test tube. The liquid contained within will be mixed with your child's sample. This is then dripped into a lateral flow test. If a control line appears the test was successful, if a second line appears the test is positive. We will notify you immediately if your child tests positive. We have a dedicated isolation room available to use by your child until you can collect them. Please ensure we have up-to-date contact details for you on the system in case of us needing to contact you at any point.

Individuals with a positive LFD test result will need to self-isolate in line with the guidance for households with possible coronavirus infection. Those with a negative LFD test result can continue to attend school unless they have individually been advised otherwise by NHS Test and Trace or Public Health professionals (for example as a close contact).

We would ask parents to support us and consent to their child being tested and to strongly advise and encourage their child to self-administer the test, as it is a very important control measure in reducing the transmission of the virus and keeping school safe.

## March 2021 Reopening

The asymptomatic testing programme described above does not replace the current testing policy for those with symptoms. Anyone with symptoms (even if they recently had a negative Lateral Flow Test result), should still self-isolate immediately according to government guidelines. Those with symptoms are also expected to order a test online or visit a test site to take a lab-based polymerase chain reaction (PCR) test to check if they have the virus.

If we are informed about a positive Covid case, we will send home those people who have been in close contact with the person who has tested positive. They will be advised to self-isolate for 10 days since they were last in close contact with that person when they were infectious. Close contact means:

- Direct close contacts - face to face contact with an infected individual for any length of time, within one metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- Proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- Travelling in a small vehicle, like a car, with an infected person.

Household members of those contacts who are sent home do not need to self-isolate themselves unless the young person who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow ['stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection'](#). They should get a test, and:

- if the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days
- if the test result is positive, they should inform school immediately, and must isolate for at least 7 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 10-day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic person first had symptoms, following ['stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection'](#)

Further guidance is available on [testing and tracing for coronavirus \(COVID-19\)](#)

**As you will already be aware, it is vital you inform us of any positive cases within the school community, please could we request that families report any confirmed cases of coronavirus to school immediately via our dedicated email – [covid@lhs.aspireplus.org.uk](mailto:covid@lhs.aspireplus.org.uk) – so that school can take the necessary steps to identify and notify close contacts.**

# March 2021 Reopening

## SUMMARY

As you have read, the school has given this full reopening of the school significant consideration and we hope that this guidance booklet answers any questions you may have had and gives you the confidence that risk has been reduced to the minimum level.

Should you have any further questions or concerns please look at the FAQ on our website, alternatively, do not hesitate to contact the school as soon as possible in order to ensure a swift resolution. We want to ensure that you have the confidence that this limited reopening is as safe as possible and, on balance, the right thing to do for your child and their future prosperity. We are grateful for your support in reopening the school and look forward to fully reopening and welcoming all learners back into the school.