



**NORHAM
HIGH SCHOOL**

Believe ~ Strive ~ Achieve

Year 10 Protocols

Arrivals, Departures and Moving round the school

- You will enter the school through the science conservatory entrance at your designated time. If you are late, you must wait at the entrance to be accompanied into the classroom by a member of staff.
- You will go straight to your designated classroom only with other students in your 'bubble', keeping a 2m distance from all other individuals at all times; there will be markers on the floors to support you with social distancing.
- You will be provided with all learning equipment and must maintain responsibility for this equipment throughout your session, ensuring these are not shared with other students.
- Movement around the school will be also be limited through a one-way operation system and this system must be adhered to at all times.

Illness/First Aid in school

- You will be expected to tell a member of staff if you feel unwell and are exhibiting signs of Coronavirus by raising your hand.
- You will be isolated in a ventilated room and parents/carers contacted to collect you immediately from school. The other families of students present in your bubble will also be contacted.

Hand washing and Hygiene

- You will be expected to follow all hand washing and hygiene routines while in school. You will use antibacterial gel before entering school and at regular intervals during the day. Individual hand cleaning materials will be provided to you each day, this includes your own hand cleaning stations in science labs and you will be expected to wash, dry and sterilise hands, forearms and elbows.
- Mobile phones are not permitted anywhere in school. If you need to bring a phone to school, ensure this is switched off and kept out of sight.
- We advise you to wear either short sleeves or sleeves that can be easily rolled up so thorough hand/arm washing can take place; you do not have to wear your usual school uniform to allow for the frequent washing/changing of clothes. The clothes you choose to wear to school must be sensible and appropriate. Upon arriving home, we strongly advise that you have a shower or bath and change your clothes and wash the clothes you have worn to school.
- Ensure that you follow the catch it, bin it, kill it, mantra when in school at all times, if you need to cough or sneeze, you should use a tissue or the crook of your arm.
- You must not touch your face, mouth, nose or eyes while at school.
- Before leaving at the end of the school day you must ensure that you wash or sanitise your hands.
- Should you refuse to follow any of these routines, disciplinary procedures and sanctions will be used.



Social Distancing

- You will be expected to socially distance from your peers and adults in school and on the way into school and on the way home from school.
- Classrooms have been organised so that you and teaching staff can maintain a 2m social distancing radius; you will fill labs from the rear and sit in a saw tooth profile to maximise social distancing.
- You will have your own table with chairs spaced 2m apart. When you enter the classroom, you will be expected to go straight to your table and nowhere else in the room.
- You will put your hand up if you need an adult's support, you will not get out of your seat.
- If you do not comply and follow the instructions of the staff member present, the usual disciplinary procedures and sanctions will be used (see below).
- In the event of having to administer First Aid that results in breaking social distancing, the staff First Aider will wear the provided PPE to protect themselves and the you undertaking treatment.
- You have been advised not to attend public gatherings such as protests unless social distancing can be guaranteed. If evidence suggests social distancing was broken, you will not be allowed to attend school for period of 7 days.

Toilets

- Specific designated toilet facilities have been allocated to all people on the school site. You will use the science toilets if you must or disabled toilet exclusively if you start to display symptoms while in school.
- You will use the toilets one at a time and ensure toilet lids are closed before flushing. When you have finished in the toilet you must wash your hands, forearms and elbows.

Behaviour in school

- In the unlikely event of your behaviour being deemed high risk, for example, refusing to adhere to safety measures, such as, hand washing, social distancing, remaining in your classroom or deliberate behaviours that put yourself or others at risk, such as spitting or deliberately coughing at people, the usual school sanctions and disciplinary procedures will be used.

In the event of a fire alarm

- You will leave the building via the nearest fire exit, do not take any belongings with you.
- Once you are outside the building, ensure that you are socially distancing from others.
- You must remain here until you are given further instruction from a member of staff.