

Scissett Middle School

Welcome Back!

Latest update on our return to school in September 2020

Issued 17 July 2020



Welcome to all our parents – and especially to those families who are joining Scissett Middle School for the first time this September. As you will no doubt be aware, the school will be organised quite differently to previous years; however, this should in no way compromise the experience – socially, pastorally or academically – which your child receives as they return after the summer holidays.

Here, we outline the changes we have made to ensure the safety and wellbeing of pupils, staff and visitors to the school. Of course, the arrangements are subject to review at any point and wholly dependent upon Government guidelines. We will endeavour to keep you updated as to any significant decisions made throughout the summer.

Please have a safe and healthy summer and we look forward to meeting each and every one of you over the coming school year.

Organisation of Learning Groups

Each year group will be based within a different area of the school. This will maintain the year group ‘bubbles’ and prevent the cross-contamination of infection, should it occur. Each year group will be divided into eight different learning groups. School has made provision for an additional class in each year group to ensure children who have the greatest need are supported to catch up quickly through smaller class sizes. All groups will have an assigned class teacher.

Pupils will be placed in their designated class and will be expected to remain in this group until Government guidelines indicate otherwise. Other than for specific lessons, teachers will move from class to class according to their timetable

The school will be organised in three separate zones and each zone will have two Zone Leaders:

- 1 = Mrs Ward and Mrs Hunter;
- 2 = Mr Hampson and Mr McQueeney;
- 3 = Mr Terry and Mrs Robinson.

Each zone will be divided into eight classes and these classes will be organised into four pairs. All breaks and lunchtimes will be arranged so that children will only come into contact with their own class and the other class within their pairing in order to minimise contact with other pupils.

While in the classroom, all pupils will remain at the same desk and only use the equipment that belongs to them. Therefore, it is crucial that pupils remember to bring all equipment on the list shown on the website. Lockers will not be available at the start of the year meaning pupils will need to keep all books and equipment in bags.

Each pair of classes will have an allocated time for play and lunch. These times will differ from the usual school times. Pupils will be expected to use the toilets only at these designated times of the day using the toilets allocated to their zones.

Hopefully, these measures will mean that should any pupil present with symptoms they will have had limited contact with others. However, if your child shows any symptoms, please contact the NHS line 111 for advice and inform school of any test results as soon as possible.

Break Times

During these times, pupils will be allowed on to their designated areas in their class pairs. Should the weather be inclement, pupils will remain in classrooms. Duty staff will

supervise all play. Year 7 and Year 8 pupils will have one break each day and Year 6 will have two.

Lunch Times

Again, pupils will remain within their class pair. Lunches will be ordered during morning registration and delivered to each class. The menu on offer will be relatively limited; however, there will be a choice of hot packed lunch or cold packed lunch each day. In good weather, pupils will be able to eat outside but if the weather is unfavourable, pupils will spend time within classrooms. Children will be supervised at all times during the lunch break. Please note – if packed lunches are being brought from home, we have a high number of children with severe nut allergies; therefore, please ensure that all items within packed lunches or snacks are nut-free.

Breakfast Club

We expect to be in a position to offer Breakfast Club on our return to school but are unable to offer details at the moment. We intend to inform parents when we have further information.

Homework Club

We expect to be in a position to offer Homework Club on our return to school but are unable to offer details at the moment. We intend to inform parents when we have further information.

Fruit Club

Unfortunately, because of the need to maintain social distancing between year groups we are unable to offer this on our return to school in September.

Homework

It is anticipated that all homework will be online or able to be completed in a safe and socially-distanced way.

Reading

Pupils will now have access to the MyOn website over the summer holiday. This is an online digital library with books available for children to access. There is a range of resources on offer enabling pupils to improve reading skills. All pupils will be using this platform during the next school year as the sharing of books is not advisable. Details of how to access MyOn will be sent to parents very shortly.

The School Day

The beginning and end of the school day will differ for each year group.

- Year 8 - 8.30am - 3.00pm
- Year 6 - 8.45am - 3.25pm
- Year 7 - 9.00am - 3.15pm

Year 6 will also have an opportunity to spend some time at the end of the day with their Form Tutor in order to discuss events of the day. In doing this, we aim to anticipate potential problems and celebrate successes of the day.

Travelling To and From School

Ideally, pupils should make their own way to school, either by walking, cycling (with appropriate safety equipment) or car journey, including car sharing with other families. However, we recognise that these options are not available to all families and bus journeys may be necessary. Staff are currently negotiating travel arrangements with bus companies in advance of September and we will inform all families by email and by updating the website as soon as we have firm details.

In accordance with current Government guidelines, all pupils of eleven and over must wear a face mask on public transport. If the mask is disposable, this must be disposed of in a double-bagged bin that will be provided by school. If the mask is reusable, it must be placed inside a plastic bag and stored by the pupil in their school bag and be dealt with accordingly at home.

Please see the following links for the safe removal of PPE.

<https://www.youtube.com/watch?v=oUo5O1JmLH0>

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

Ingress and Egress of Pupils

Pupils must sanitise hands on entry and exit of the building, either by washing or by using an appropriate sanitiser. Pupils must also sanitise hands on entering and exiting classrooms for any reason.

Emergency Evacuation

An evacuation practice will be organised very early on to make sure all pupils are fully aware of the evacuation route from their classroom. For Years 7 and 8, the route may be different from the one they are used to, as we need to ensure that pupils from the three zones do not mix.

In the event of an emergency, pupils will leave the building by designated exits and assemble on the allocated yards. Should safe egress by the designated exits be prevented in any way, pupils will leave by the nearest and safest exit and assemble on the appropriate yard. Staff will accompany pupils at all times throughout evacuation.

Mobile phones

Pupils will be permitted to use mobile phones in class during the day as these will be used for reading or other teaching purposes in some subjects, under very strict supervision, of course. Phones will be collected daily and placed in a box, which will be kept in the classroom. All usual rules surrounding mobile phone use will apply for safeguarding reasons.

Uniform

School uniform, including PE kit, is expected to be worn in accordance with the school policy. All details for this are on the school website and in the prospectus. On days when PE is on the timetable, pupils will be allowed to wear their PE kit all day as this will avoid using the changing rooms. From September, it is anticipated that a marquee will be erected on the

playing field for some outdoor PE lessons; however, on these days, pupils should also aim to bring a lightweight, waterproof jacket should this be needed.

Behaviour Policy

The Behaviour Policy update for September 2020 is on the school website, along with all other school policies. Please take the time to read this and discuss it with your child. As the intention is to use mobile phones during certain lessons, we expect all pupils to behave responsibly and adhere to the mobile phone policy, which is available on the school website.

Attendance

In accordance with Government guidelines, all pupils are now expected to return to school for compulsory full-time education as from September 8th. We realise that this has been a very difficult and potentially traumatic time for some. Many pupils often feel anxious about a return to school after a regular summer break yet many will be returning after being away from school for nearly five months. It is understandable that stress and anxiety levels for many pupils and parents will be higher than in previous years and the Pastoral Team will be available to discuss any concerns and try to alleviate any worries that individuals may have about returning to school.

The Government has stated that school attendance is now mandatory from the beginning of the autumn term and from that point, the usual rules on school attendance will apply. These include:

- Parents have a duty to ensure that their child attends regularly at the school where the child is a registered pupil if they are of compulsory school age;
- Schools have a responsibility to record attendance and follow up absence;
- There are means to issue sanctions, including fixed penalty notices, in line with local authorities' codes of conduct.

Should any pupil have to isolate, this will be recorded accordingly. However, this will not trigger any intervention from the school or local authority if it is deemed that this is the only factor involved.

Pastoral Care

Pastoral care is a strength of the school and is the responsibility of all staff. Your child will have access to the Pastoral Team, which is dedicated to the wellbeing of all pupils and is comprised of the Heads of Year, Safeguarding Team and Special Educational Needs Team. Should you have any concerns or queries regarding pastoral issues, please telephone or email the relevant Head of Year or, if unsure, the school office who will direct you. In the light of pupils and staff being placed in 'bubbles' within school, the responsibilities of the Heads of Year have now changed. From September, the following will apply:

- Head of Year 6 Mrs Ward
- Head of Year 7 Mr Hampson
- Head of Year 8 Mr Terry
- Safeguarding Mrs Senior or Mr Lawlor
- Special Needs Mrs Donkersley

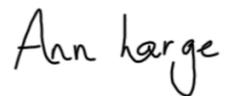
Health Issues

From now until September, a member of staff will be contacting parents if existing medical records indicate that your child has an underlying health issue. This is to ensure we have all safety measures in place in advance of the return to school in September. For pupils requiring medication in school i.e. epipens, etc. please contact the school office for details of how to provide us with these.

Staying Safe

In advance of the return to school in September, we would ask parents to discuss the NHS's 'Catch it, Bin it, Kill it' campaign. All classrooms will have access to hand sanitiser and tissues in school and hand washing is an expectation at relevant times. Therefore, it is imperative that all pupils recognise the need for infection control.

Yours sincerely

A handwritten signature in black ink that reads "Ann Large". The signature is written in a cursive, slightly informal style.

Mrs A Large
Head of School

CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.



NHS

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