



13<sup>th</sup> July 2020

Dear Parent/Carer

**Re: Coronavirus update and full opening of schools**

Further to my letter dated 3<sup>rd</sup> July, I am now able to share with you further information about the full re-opening of St James' in September. All the information has been drawn up following the DFE guidance and approved by our Governing board and Local Authority.

The health, safety and wellbeing of our students and staff is our number one priority and we have therefore put many measures in place to ensure the safety of all. We have carried out a full risk assessment and have also arranged for an independent Health and Safety visit led by Stockport LA to ensure that the site is suitably safe for all staff and students. Following the DFE guidance we are operating a system of 'Year group bubbles' meaning that mixing between Year groups will be avoided whilst students are in school. I have outlined several key points relating to our return and I hope this will address any questions or concerns you may have.

**Cleaning and hygiene**

- There will be extra cleaning staff on site during the school day who will be working to maintain the highest standards of hygiene
- Students will enter the classrooms and pick up a cleaning wipe. They should then wipe the table and put the wipe in the classroom bin; this ensures that their area is further sanitised
- Sanitiser stations will be around the school site. Staff and students are reminded to use these as they pass them. There are sanitiser stations as they enter each building
- It is important that students wash their hands on a regular basis for 20 seconds using soap
- All students are asked to follow the approach of 'catch it, bin it, kill it' when coughing or sneezing
- There are designated toilets for Year group bubbles, these will be regularly cleaned throughout the day
- Public Health England does not recommend the use of face coverings in schools. They are not required in schools as students and staff are mixing in consistent groups. Misuse may inadvertently increase the risk of transmission

**School layout**

- Where possible, all students' desks have been arranged to face the front of the classroom
- Staff will remain socially distanced from the students
- The one-way system will remain in place thus avoiding students passing on the corridor
- Where possible, outside doors to classrooms will be used to avoid students spending too much time in the corridor
- Classroom windows should remain open to improve ventilation

**Before school**

- The canteen can be accessed before school. Students must sit on designated tables for their Year groups



### **Break and Lunchtime**

- At breaktime, all students will be given a dedicated area for their Year group from which to purchase food
- At lunchtime, Year groups will be given a time slot in which they can access the canteen to purchase food and drink. They must exit the canteen area before the subsequent Year group enters
- Students will not use their thumb print when purchasing food. Payment will be made by Parent Pay and students will give their name, therefore the cash loader will not be available
- At lunch, students should only be inside for their allocated slot. At all other times they should be outside. If seated in the main hall or canteen to eat, students must leave once food has been consumed
- Year group bubbles will be provided with dedicated outdoor spaces for breaktime and lunchtime. This will ensure year groups do not mix during these times. It is important, therefore, that students bring a coat with them to school in case of cold or wet weather. In line with the uniform policy the coat should be plain black or navy. A reminder that "hoodies" are banned and will be confiscated if seen on the school site and returned only to an adult

### **Curriculum**

- Faculty leaders have created recovery curricula which will begin to identify gaps in knowledge due to any missed learning. Intervention will then be used as appropriate
- There will be subjects which will not be able to teach as they would normally, for example restrictions will apply in PE, Music, Food and Nutrition and other subjects which contain more practical elements. Demonstrations may be used instead of individual practicals. No contact sport will be played in PE lessons
- Morning prayer and assemblies will continue as they take place in Year group bubbles

### **Equipment**

- All students must bring their own equipment with them
- Where staff do provide students with equipment, this will have been disinfected and/or not have been used for the previous 48 hours (72 hours in the case of plastic)
- Resources that are shared between Year groups, such as sports, art and science equipment will be cleaned frequently and meticulously or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics)

### **Behaviour**

- All students are expected to return in full school uniform to ensure we set the highest standards. There is no requirement to wash the uniform more than normal
- It is imperative that parents and students have read and understood appendix 4 of the behaviour policy-Covid 19. The policy can be found on the website under statutory information
- Students should move promptly to their next lesson and should maintain distance between other Year groups when moving

### **Transport**

- Please be aware that whilst the buses will be running, we are unable to guarantee that year groups will remain separate (see next bullet point). I would therefore recommend that students walk, cycle or are dropped off by car



- Face coverings are always required on public transport (for children over the age of 11). Where necessary, they may also be appropriate on dedicated school transport (for example, if students are likely to come into very close contact with others outside their year group). If your child has been wearing a face covering before arriving at school, it will be important that they understand how to remove it (see Government advice)
- Students must sanitise their hands immediately on arrival at school, dispose of any temporary face coverings they may have been wearing in a covered bin, or place reusable face coverings in a plastic bag they can take home with them. The bin and sanitiser station will be located at the side gate entrance

### Illness

- Some pupils who are no longer required to shield but who remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school in September
- Confirmed cases of Covid-19 in the school will be managed in line with current public health guidance. This means your child may be asked to self-isolate for 14 days by the school (based on advice from the local health protection teams) if they have been in close, face-to-face contact with someone who has tested positive for the virus
- As parents/carers you will need to be ready and willing to:
  - book a test if you or your child is displaying symptoms. Students must not come into the school if they have symptoms, and will be sent home to self-isolate if they develop them in school
  - provide details of anyone you or your child has been in close contact with if you or your child were to test positive for Covid-19 or if asked by NHS Test and Trace
  - self-isolate if you or your child has been in close contact with someone who develops Covid-19 symptoms or someone who tests positive for Covid-19
  - Anyone who displays symptoms of Covid-19 can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website or ordered by telephone via NHS 119
  - School must be informed immediately of the results of a test:
    - if someone **tests negative**, if they feel well and no longer have symptoms similar to Covid-19, they can stop self-isolating. Other members of their household can stop self-isolating
    - if someone **tests positive**, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days

### Wellbeing

- To support the wellbeing of our students, form tutors will be delivering wellbeing sessions
- We have mental health first aiders within school who can be accessed via Mrs Chadwick, our Key Stage 3 Pastoral Manager
- Students can always speak to their form tutor about any concerns or worries and they will be able to offer the appropriate support



# ST JAMES'

CATHOLIC HIGH SCHOOL

- Parents/Carers may find this website to be of use <https://www.annafreud.org/coronavirus-support/coronavirus/>

We would appreciate parents and carers support in implementing these approaches and ask that you discuss the guidance set out here and wider public health advice with your son/daughter.

To facilitate the transition back to school, we are implementing a phased return therefore the students will join us as follows:

<b>Wednesday 2<sup>nd</sup> September</b>	<b>Year 7 only</b>
<b>Thursday 3<sup>rd</sup> September</b>	<b>Years 7, 10 and 11 only</b>
<b>Friday 4<sup>th</sup> September</b>	<b>All Year groups</b>

I understand that many families will want to take a holiday over the summer period, which may involve travelling abroad. Please ensure you have read the travel guidance as many countries are invoking quarantine restrictions. As ever, parents and carers should plan their holidays out of school time as holidays taken during term time will not be authorised.

May I once again take this opportunity to wish you a restful Summer and we look forward to welcoming all members of our St James' family back to school in September.

Yours faithfully

Mr A Pontifex  
Headteacher

Mrs S Breckell  
Chair of Governors