



Return to school bulletin



Thursday 20th August 2020

Introduction

Dear Parents and Carers,

Today I am writing as promised, further to my letter of July 16th, with more detailed information regarding the return to school this September. This special bulletin contains current information, and we have included an index to help you to navigate what is, I know, a lengthy document. There will be some who feel that there is either too much or too little information, but as ever, our aim is to try and be as helpful as possible. I would like to recommend [Gov.uk/backtoschool](https://www.gov.uk/backtoschool) as a useful port of call if you are seeking wider reassurances or clarifications. As a school we must implement Government guidance as far as possible, and thus I anticipate that there will be further adjustments to our policies and practices in the weeks and months ahead as, again, we begin a new way of working. Our success or otherwise during the times ahead will require home and school to work together even more collaboratively in order to reduce risks to staff and students, and to renew an educational culture so that all can thrive. I ask for your full support.

I would like to congratulate our former Year 11 and Year 13 students on their brilliant outcomes this summer. In the absence of examinations, centre-assessed grades seem fairer than computer generated algorithms. The letter sent home with results affirms the rigorous processes that were undertaken by our school in determining the most fair and appropriate grades for our students. Examinations processes are usually complicated enough, but this has been a year like no other; and I would like to especially thank the Examinations team, the Sixth form team and the Data team for their outstanding work under these circumstances. I am so pleased that the vast majority of year 11 have chosen to continue learning with us in our Sixth Form and we wish 6th formers moving into their next chapters all the very best for their futures.

Finally, I would like to just say “welcome back” to you, our parents. We are so looking forward to seeing your children again. As a place of learning, we will all continue to learn and grow together as we move forwards into a year with a degree of uncertainty ahead. All of us want to do our best to keep our children happy, calm, safe and engaged as they return to school. We look forward to seeing you soon, and thank-you for all you are doing to support our work as a school.

Mr M Antram

GCSE and A Level results:

Despite the uncertainty of the results this summer, we know that our school submitted grade recommendations that were the product of great rigour and integrity. All grades were subject to various stages of in-house moderation and challenge, prior to being submitted to the Examination Boards. We are delighted to say that we have seen some fantastic A Level and GCSE results, continuing our school's upward trend in student outcomes for the 5th year running, and highlighting the hard work and dedication of all students and staff over the last 2 years of exam courses.

Our A level results this year have shown an increase in students A*-B grades, and also in our students gaining A* – E compared with last year. GCSE results continue our upward 5 Year trend in our Progress 8 score which jumps to +0.82. This retains our status as a school performing in the **top 10% of schools nationally**. Students gaining a Grade 5 in both English and Maths is also up for the third year running.

We congratulate our students on their hard work and commitment to learning.

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- Each year group bubble will have a specific serving area around the site. All food to be pre-ordered in tutor time and paid for from student's fobs when collected.
- **There will be no facility to pay cash at the tills and parents and carers will need to make payment through Opayo.**
- We will aim to keep queuing to a minimum but to ensure social distancing queuing may take more time than normal.

Will there be school bells?

- Due to the staggered nature to the school day there won't be any bells. Teachers will let students know when lessons finish and when break and lunch are, and when students need to go back to their lessons. It is also a student's responsibility to be on time.

Can students still use the EDEN Centre?

- If your child used the EDEN Centre last year, they will again be able to go there as normal. The EDEN Centre team are really looking forward to welcoming them back.

Can students use any toilet?

- There are toilets in each of the Year group zones and we would ask that students use those during the school day. Some of the toilets will be designated as unisex, and disabled toilets will also be available to use.

Do students need their PE kit?

- When students have a PE lesson they will be able to come to school wearing their PE kit. This is due to the size of the changing rooms where it will be difficult for them to get changed safely. If students would like to get changed for PE and wear their uniform, they will need to speak to their PE teacher who will arrange for them to get changed at a specific time of the day. If they arrive in anything other than PE kit they will be asked to get changed back into school uniform.

Structure of the School Day

	Period 1 (60 mins)	Period 2 (90mins)			Period 3 (60mins)	Period 4 (90mins)			Period 5 (60 mins)		Leave Site
	9.10 -10.10	10.10-10.40	10.40-11.10	11.10-11.40	11.40-12.40	12.40-1.10	1.10-1.40	1.40-2.10	2.10-2.40	2.40 - Leave site	
7	Lesson 1	Break	Lesson 2		Lesson 3	Lunch	Lesson 4		Lesson 5		3.10pm
8	Lesson 1	Lesson 2		Break	Lesson 3	Lesson 4		Lunch	Lesson 5		3.20pm
9	Lesson 1	Break	Lesson 2		Lesson 3	Lunch	Lesson 4		Lesson 5		3.10pm
10	Lesson 1	Break	Lesson 2		Lesson 3	Lunch	Lesson 4		Lesson 5		3.00pm
11	Lesson 1	Lesson 2		Break	Lesson 3	Lesson 4		Lunch	Lesson 5		3.20pm
12/13	Lesson 1	Lesson 2		Break	Lesson 3	Lesson 4		Lunch	Lesson 5		3.00pm

Dining Area Cleaned

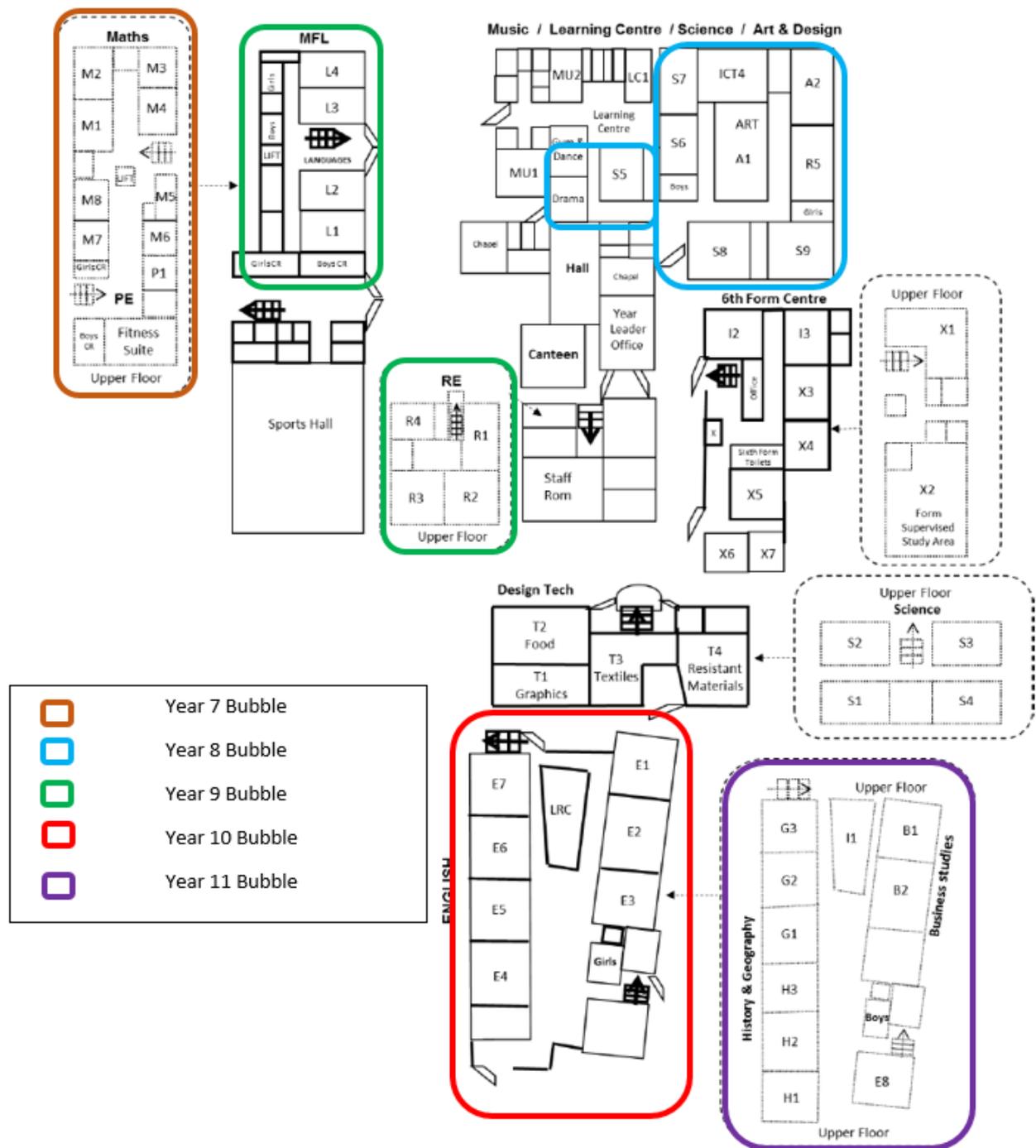
How will year groups be organised into bubbles?

- Upon return students will be in year group 'bubbles' this means that the majority of their time they will be in a specific part of the school and will not be sharing classroom spaces with other year groups. The specifics of which year groups will be in which areas can be seen in the table below.
- A small number of subjects will continue to be taught in their normal subject areas due to the need for specialist facilities or resources. This varies between year groups and is also outlined in the table.

Year Group	'Bubble' Base	Subjects where students will leave the bubble:
Year 7	Maths	Art, Computer Science, Music, PE, Technology. These areas will have enhanced cleaning routines and provision.
Year 8	Science and Drama	
Year 9	RE and MFL	
Year 10	Ground floor of new building	
Year 11	First floor of new building	

- Sixth form students will be spread across the campus more widely, however the majority of the rooms they access will be designated as sixth form only spaces. Students will spend any non-contact time in between lessons in the sixth form building but will also be given flexitime to leave the premises once their lessons have been completed. However, where we feel that a student would benefit from further support they will be asked to remain in the study area.
- As outlined above, students will be going to break and lunch and different times and will have specific areas designated to them for social times. This will reduce the chances of contact between students within different year groups and those outside of their 'bubble'.

Year group bubble bases



How and when will areas be cleaned?

- The whole school has been deep cleaned throughout the period of lockdown and over the course of the summer holiday.
- Many students will spend much of their day within the same room, with no other classes using it when they are elsewhere. These designated spaces will be cleaned using appropriate anti-viral cleaner at the end of each day. Classrooms will have supplies of anti-viral cleaner.
- Those limited spaces where students will be accessing a room from a number of year groups (for example, Music and science) will be cleaned between lessons with anti-viral cleaner and equipment will either be cleaned before the next class come to use it or it will be laid aside for cleaning at a later stage. The staff who teach in these areas will have specific routines to follow in order to ensure their equipment and facilities are prepared for the next group of students.

How learning will be structured

In most cases, students will be taught their lessons within their Year Group Bubbles and their teachers will come to them. However, it is important that students have access to specialist classrooms and resources therefore, where they have specialist subject lessons, as outlined elsewhere in this bulletin, then they will move to these rooms via the one way system indicated on their timetable.

Seating plans will be in place for each lesson (as usual) which will help students settle quickly into routines. **Additionally, we will require all students to bring in their own equipment and we are not able to lend any out.** Please ensure that your child checks their bag each day before they set out for school.

Our main objective is to ensure that all students transition back to school as safely and as smoothly as possible and the way that we set up our remote learning provision back in March, along with our summer learning bridge, has provided a sound foundation for students and teachers to build upon on our return. Work schedules and activities were arranged to ensure that all students could access learning at the appropriate level and teachers and teaching assistants have been in regular contact over the lockdown period to support. Therefore, lessons in the first few weeks of the Autumn Term will be characterised by low stakes assessments (i.e., through questioning and discussion, short memory recall activities, small focused problems/puzzles to solve, paragraphs to construct, etc.) across all year groups to find out exactly where students are in their learning so that we can then tailor a programme to meet the needs of different students.

There will be plenty of opportunities for students both in the lessons and via home learning to continue to catch up and secure their knowledge and understanding. For those students 'ready to go' we will ensure that lessons and home learning will enable them to develop their skills at the next level and extend and deepen their knowledge base and understanding. For example: We can introduce Year 11 students to higher level concepts and skills, or provide opportunities for our KS3 students to apply their understanding to different and more complex situations and scenarios. This will certainly be applicable to our more able students and will continue to provide regular challenge for them from the outset. For those students who require extra support this will, in many ways, take place in the same way as before lock down. All teachers will have the relevant information for each student and will be able to tailor their lessons accordingly. Teaching Assistant support will also be available. Lessons will be pitched to the top level to ensure there is challenge for all and scaffolding (support) will be in place to help all students make progress.

Year 12 students will begin their A level courses in week one. On their return, **Year 13** will be assessed by their teachers informally in order to identify any gaps in learning and be prepared for a formal assessment period in week 3, aiming to start year 2 of their courses with minimal delay.

Lessons will continue to be dynamic, energetic and engaging and we will be encouraging all students to further develop their independent learning skills which, is an important life skill in itself, as well as in preparation in the event that we need to move to remote learning again. Students will find that teachers will refer to resources on SharePoint whilst giving students instruction and opportunities to continue to work away from the classroom on platforms such as Microsoft Office 365 & Teams, Hegarty Maths, Focus on Sound, GCSE Pod, etc.

In essence, we will ensure that we have a full understanding of the academic position of each student, whilst ensuring that *all* students are in the strongest position possible from which to progress with their studies before the end of September, after which, we will share that knowledge with you and your child, via our revised assessment and reporting plans for 2020-21.

Safety measures

The school has been following the government guidelines on coronavirus since the start of the pandemic and we have adjusted our arrangements throughout each stage, to ensure we maintain the lowest risk with the least disruption to student learning. The measures we have taken include:

- All areas thoroughly cleaned every night and daily cleaning and disinfecting of objects and surfaces that are touched regularly such as door handles, light switches etc and ensuring we have a continuous supply of soap and sanitiser available
- Staff aware of procedures for any student showing key coronavirus symptoms i.e. new cough, high temperature, loss of smell or taste
- All areas have been assessed for social distancing, with signage displayed and one-way systems introduced where appropriate
- Students to remain in specified bubble areas and antiviral cleaner will be available at designated stations throughout the day for cleaning shared equipment.

We are limiting access to the school where possible but have introduced new processes to minimise any inconvenience; our visitor policy has been revised to exclude all but essential visitors and parents are encouraged to contact the school by phone or email rather than come in person. If you do need to come into school, please follow the social distancing requirements and allow extra time to allow for any queueing while we keep everyone safe.

Students and staff will not be required to wear face coverings or masks at school but may do so if they wish. Any masks worn in school must be plain without images rather than patterned.

Behaviour

When we return to school in September there will be some modifications to the Behaviour and Engagement policy to ensure that all students and staff are able to work in a calm, secure and purposeful environment. It will centre on the principles of being **ready**, being **respectful** and being **safe**.

Full details of the changes that are being implemented are contained within the addendum to the behaviour policy. There will be a particularly robust response to any examples of the following behaviours:

- Defiance
- Disruption of learning
- Silly or dangerous behaviour during unsupervised times
- Acting in a way that endangers others (this would include Covid specific actions). Any student caught deliberately acting maliciously in relation to social distancing measures put in place by the school (coughing, spitting, breaking restrictions on teaching bubbles) will be sent home immediately from school and a parental meeting arranged. Exclusion (up to, and including permanent) may be used for students whose actions deliberately risk the health and safety of others in the school.

We will also be supporting the students in being proactive about the safety of themselves and others by reminding them to avoid touching others, being aware of keeping a distance, and to avoid touching surfaces where they can.

The school will continue the usual range of sanctions to ensure a positive response to these expectations, with the following amendments:

- After school detentions will take place in Year group bubbles on specified days of the week. This will temporarily replace the C system of behaviour management. There will be no mixed year group detentions.
- Students who are asked to work in Inclusion will form their own bubble whilst they are there. It will run from 8:30 – 3:00 each day and the students will follow a timetable that will focus on the core curriculum. It will be for a minimum period of three days and anything other than full and sustained compliance will be dealt with severely, for the good and safety of the wider school community.

As a school we want all members of our community to be safe and secure in their learning and therefore behaviour will be strictly enforced on health and safety grounds.

Uniform

There are no changes to the uniform policy, which can be found on our website. Uniform must be worn in full. Summer uniform may be worn up to the October half term break. Any additional piercings are to be removed as normal, and any tongue or similar piercings are, as usual, wholly unacceptable. Any hair styles should adhere to the uniform policy. If there are practical or financial reasons why adhering to the uniform policy is difficult we would request that parents and carers contact the school **prior to students returning**, to discuss what support might be possible.

There are also no changes to the mobile phone policy which can also be found on the school website.

We would also like to take this opportunity to remind all students that chewing gum is not allowed on the school site. Gum removal and carpet replacement has cost thousands of pounds this year alone, and therefore there will be zero tolerance for gum, with community service for those caught with it, involving gum removal work.

Sixth form students should follow the normal dress code and conduct themselves responsibly around school, being role models for younger students whilst encouraging a calm and purposeful working atmosphere.

Attendance

In order to manage a complex scenario at the start of the year, each year group start dates are as follows:

- **Friday 4th September:** New year 7s and new year 12s only.
- **Monday 7th and Tuesday 8th September:** Your child will return if they are starting year (7), 9, 11, and (12) ONLY.
- **Wednesday 9th onwards:** All year groups. This is so that we can check the effectiveness of new processes for managing the return to school.

Attendance will be mandatory in September, as the government expects all students to attend school. The usual rules will apply, meaning we'll be recording attendance and following up on any absences as outlined in our attendance policy.

If your children have been staying at home due to the current shielding guidance, the government paused this guidance on 1 August given the continued decline in coronavirus transmission rates. This means that all students should be able to come back to school in September.

However, we understand that some students may still be unable to attend school because they're complying with clinical and/or public health advice given to them (e.g. if they're self-isolating and waiting for a test result). If this is the case then please let us know and continue to follow the medical advice that you have been given. We'll be offering remote education to these pupils.

Communication regarding attendance should be via the form tutor as normal. Our attendance manager, Mrs Mitchell can be contacted via LMitchell@st-edwards.poole.sch.uk

If your child has recently returned from a country that had just been added to the government list for quarantine – the guidance suggests that this would fall under the same category as other Covid-19 related absence and would be termed 'not attending in circumstances related to coronavirus' and this would be considered authorised absence.

How to prepare your child for returning to school

On their return students will be encouraged to establish predictable routines and practical strategies that can help reduce their exposure and the exposure of others to Covid-19, while increasing their resilience and control. Establishing simple and important hand hygiene and respiratory hygiene. (“catch it, bin it, kill it”) has been shown to reduce the spread of microbes and infection. Colds and flu are the most common and contagious illnesses in the classroom and the largest cause of absence because they are caused by viruses and, as such, cannot be cured by antibiotics.

Although all of our students will be aware of this and are likely to be practicing good hygiene habits at home; they will now be expected to transfer these routines to the school environment without protest. Importantly, they will be expected to understand why they are being asked to follow hygiene routines for the greater good of the community. As with any change or adaptation; young people need to be taught **explicitly** and although they will be supported to do this at school; we hope that you will help your child before September, by revisiting hand and respiratory hygiene, social distancing strategies and discuss why these routines are vital for public and family health. Young people manage change better when they are in good routines at home; after a very long absence from the demands of the school day we recommend that parents monitor bedtimes to ensure good mental health and wellbeing.

In addition, students will need to be equipped with tissues and personal hand sanitiser. It is also important that your child brings their own personal equipment to school (writing equipment, PE kit, lunch etc.) and that they understand why the school cannot provide such equipment to students at this time (with the exception of students in receipt of Free School Meals by pre-arrangement).

We strongly recommend looking through the resources below, clearly demonstrating forms of infection control including hand and respiratory hygiene before September. Lastly discussing openly any concerns your child has about their return to school during the pandemic is important in supporting their good mental health and wellbeing. We hope you will find the supportive resources below useful in your conversations during the weeks ahead.

The following online resources are highly recommended:

[Germ defence](#) An excellent toolkit - explores how COVID 19 is spread, virus protection, handwashing and respiratory hygiene routines and reflective quiz. It only takes 10 minutes and it is extremely child friendly

[GoatsandSoda](#) A teenage friendly comic about Covid-19

[NSPCC Keeping children safe](#) Talk to your child who may be worried about the return

[Brighthorizons](#) Great questions/answers about the return to school

[Nip in the Bud](#) Tips for returning to school

[Gov.uk/Backtoschool](#) Government link for parents

Equipment for school

- There are a few essential items required within your stationary for school. These are;
- Pen
- Hand sanitiser
- Tissues
- Red, blue, green, yellow and brown colouring pencils
- Glue stick
- Protractor
- Scissors

This can all be kept in a student's pencil case

Transport

School Bus

Students using the school bus are recommended to wash their hands before leaving home in the morning and also before leaving the School in the afternoon. Freedom Coaches will provide Antiseptic hand gel if required through the journey. All students are requested to wear face masks whilst on board the coach at all times.

Cleaning levels have been enhanced and each Coach will have an antiseptic FOG pumped in the passenger compartment at the end of each day (which disperses in 15 minutes) This FOG is an anti-viral disinfectant, which will touch every surface on the inside of the coach and fully cleanse the vehicle.

To maximise social distancing a 53-seat coach will be used for the journey although normally there are no more than 35/40 Students traveling at any one time. Students from St Edward's will continue to travel in the rear half of the coach and Students from St Mary's remain at the front half of the coach, with a gap between the 2 Groups. Our behaviour policy covers all student use of public and school transport, and when walking or cycling to school. We expect the very best, most considerate behaviour.

Public Transport

Students are encouraged to walk or cycle to school, where public transport is used masks should be worn but these must be taken off before coming into school. Masks should be kept safely in a plastic bag with the student's bag or blazer.

General

There is no drop off / pick up in the school car park as this is a busy area. If a student is unable to walk up the drive they will need to apply for an 'onsite' pass, applications can be obtained from reception. All students are reminded that they must be socially distanced on their way to and from school and not congregate to chat at the school gate area.

Sixth Form Cars

Sixth form students are asked to carshare wherever possible and only if they have a permit, to reduce the number of cars on site. Students care-sharing should wear face masks at all times.

How should I make contact if I have a question or concern?

If there is information you need to pass on about your child we recommend you make contact through their form tutor. If you have a more general enquiry we would suggest you email us at heretohelp@st-edwards.poole.sch.uk. We will always be professional and respectful in our communications with you and ask that you would do the same. For more information or advice please see our *Home/School Communications Policy* on the website.

We very much value close working relationships with families and outside agencies, however, until such time as government guidance is changed and it is deemed safe to have larger gatherings in school we will continue to hold the majority of meetings between families and staff remotely via Microsoft Teams. This is to comply with guidance, reduce the risk of spreading the virus and to safeguard the operational status of the school.