



HOLY TRINITY

A Catholic and Church of England Voluntary Academy
The Hallam Schools' Partnership Academy Trust

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Dear Parents and Carers

Year 10 phased return to school from Monday 22nd June 2020

Please find below our plans in response to the Government announcement that schools should begin to provide some face-to-face support for Year 10 students.

The school's approach

We are looking forward to welcoming Year 10 students back to school from **Monday 22nd June**. We are conscious that students have focused on different areas of their work and that they will have different levels of understanding of the work they have completed. We are planning small group sessions to enable staff to better meet the needs of individual students. There will be a 2 week timetable. The first week will focus on the core subjects; English, Maths, Science and RE. The second week will focus on the option subjects. This cycle will be repeated.

The school day will look different to the way it looked before lockdown. Your child will need to adapt to new routines and possibly to different classmates and teachers.

The work that is done in school will not replace the work that students should be doing at home; it will supplement it. Students must continue to complete on-line work, which will their predominant for of education, and the work set by staff during these sessions.

Student Preparation

During the week beginning 15th June, staff will inform students of what they need to have done in order to prepare for their session and what they will need to bring into school. This will enable students to make the most of the sessions when they are in school from Monday 22nd June.

Staggered starts and ends to the school day

We currently already have Nursery, Reception, Year 1, Year 6 and Key workers in school. They have a staggered start to the day and enter via specific entrances. The Year 10 return to school will need to fit in with this staggered entry to school.

Your child will be allocated to one of ten groups. Students should only enter school via **the side gate into the playground**. Groups will have a separate start and end time as follows:

Group	Day	Start	End	Group	Day	Start	End
1	Monday	8.45 am	2.00 pm	6	Wednesday	9.45 am	3.00 pm
2	Monday	9.45 am	3.00 pm	7	Thursday	8.45 am	2.00 pm
3	Tuesday	8.45am	2.00 pm	8	Thursday	9.45 am	3.00 pm
4	Tuesday	9.4 5am	3.00 pm	9	Friday	8.45 am	2.00 pm
5	Wednesday	8.45 am	2.00 pm	10	Friday	9.45am	3.00 pm

It is imperative that students stick to these start times and do not arrive well ahead of time or too late. Students will have a 4 period day in order to accommodate the staggered start.

Company Number 08665067



Diocese of
Hallam



 THE CHURCH
OF ENGLAND
Diocese of Leeds

Travelling to School

The government is discouraging students from travelling to school via public transport unless this is absolutely necessary. Parents should take all possible steps to minimise the use of public transport and, if it is unavoidable, emphasise the use masks as advised by the government. If possible, your child should walk to school or cycle.

We ask that parents help us by ensuring that their children respect the social distancing measures recommended by the government. They should set off at an appropriate time and not travel into school with students outside their household. If walking into school or using public transport they must not travel with students from other 'bubbles' (please see next section).

If parents are accompanying students into school, they too must respect our social distancing measures and must not enter the school premises.

Group Organisation and Social Distancing

There will be no more than 30 Year 10 students in school on any day. The year group will be split into 10 groups as explained above. You will be notified of the group that your child has been placed in prior to the 22nd June.

The government guidance states that in order to limit the spread of infection students should remain in 'bubbles'. This means that they should have contact with a limited, defined group of students at all times. The 2 groups in school on any one day will remain separated throughout the school day so that we can maintain social distancing and can limit the spread of infection. They will be taught in separate, specified areas of the building and use separate toilets and wash facilities.

Lunchtime and end of the school day will also be staggered. Although the amount of movement around the building will be limited, one way systems will be in place and students will have designated areas for lunchtime. At the end of lunchtime they will be escorted back to class.

In classrooms students will be seated two metres apart. They will line up 2 metres apart and must continue to maintain this during social time. They must remain in their seats when in class.

There will be a welcome meeting at the beginning of each day, during which students will be given information and instructions for the day.

Staffing

In order to make the environment as safe as possible, we have reduced group sizes. This means that your child may have a different teacher working with them than was the case before lockdown. This is unavoidable if we are to achieve social distancing. Please be reassured that we will take time to build relationships and staff will, as always, talk to each other to ensure that they have all the information they need to be able to support your child.

Hygiene

Routines will be in place in school to ensure that students wash their hands regularly. This includes washing their hands before entering classrooms and before leaving school. Please ensure that your child washes their hands as they leave home and again when they return home. Students should change out of their uniform when they return home.

In line with Government advice, students will not be permitted to wear facemasks in school. If your child wears a facemask on their way to school, they should remove it on arrival at school, place it in a bag and wash their hands immediately on entry to school.

Doors to classrooms will be kept open.

Cleaners will be in school wiping surfaces and equipment throughout the day. Teachers will also have cleaning resources in their classrooms.

Students will have allocated toilets which they can use. They should not use other toilets in the building.

Students will not share equipment or resources. Your child should bring basic equipment (pen, pencil etc). A seating plan will be in place to ensure that students always sit at the same desk. It is essential that students stick to the seating plans. They should keep all their equipment on the

designated desk. Coats must be placed on the backs of chairs and bags must be placed on the floor, not on desks.

If your child becomes ill.

Please do not send your child to school if they present any of the symptoms of Coronavirus; that is if they develop a new, continuous cough or a high temperature or have a loss of, or change in, their normal sense of taste or smell (anosmia)

If you have indicated that your child will come to school, you must inform school if they are unable to attend due to illness, whether it is COVID-19 related or not. Please follow the normal procedures for reporting absence.

If your child becomes unwell with symptoms of coronavirus whilst in school, they will be taken to main reception and you will be informed immediately and asked to come and collect him/her. Where possible, your child will be supervised from a 2 metre distance. However, please be reassured that if he/she is distressed or requires close supervision and physical contact, the supervising adult will give that support, wearing a face mask, disposable gloves and a disposable apron to protect themselves.

Your child will then need to self-isolate for 7 days and all other members of the household should isolate for 14 days, unless a test is taken and the test result is negative.

Where the child, tests negative, they can return to school and fellow household members can end their self-isolation.

Where the child, tests positive, the rest of their group will be sent home and to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child they live with in that group subsequently develops symptoms.

If a staff member develops symptoms, they will follow the same procedure as students who develop symptoms.

School expectations

It is now more important than ever that students comply with school expectations. We will have new guidance in place about social distancing, appropriate behaviour, movement around the building etc. Many students will be anxious about returning and it is important that they and our staff and parents can feel confident that we will do our utmost to keep them safe. Therefore, we will not tolerate any divergence from our expectations and I trust that all students will comply. Anyone who is in breach of our expectations and will be sent home immediately and not allowed to return for the remainder of the term.

Uniform

Students should wear normal school uniform. They will not be required to bring PE kit into school.

Lunch

Lunchtimes will be staggered and students will be required to remain in designated areas. Students will need to bring a packed lunch as we are unable to provide hot food. They should also bring a water bottle in order to reduce the risk of infection through the use of water fountains.

What your child should bring into school

Students should bring writing equipment, work for submission to teachers or for use in the lessons, lunch and a water bottle. They may also require a coat.

Students will not be allowed to share equipment or resources. Staff will not be able to 'lend' equipment out. As stated earlier, bags must be placed on the floor; not on the desk. Coats must be placed on the backs of chairs.

Pastoral Care

Staff will be alert to any worries that students may have. Staff will be available to support students throughout the day and we encourage students to come and talk to us about any concerns they are having.

If you have any concerns about your child please do not hesitate to contact the student support office.

Informing school that you require a place

Thank you to parents who submitted the Microsoft form to let us know whether you wish your child to attend school. I know that this is a very difficult decision and you may have changed your mind. If this is the case, the form is still open and you can submit a new form to let us know your current decision. Equally, if you did not submit a form, you can do this now. We need to ensure that we have sufficient staff to meet demand and that staff can be well prepared. Therefore, I would ask you please **not** to send your child into school without getting in touch with school to arrange this.

Communication with members of staff

If you wish to contact a member of staff, you should do so via telephone (01226 704550), email (info@holytrinitybarnsley.org) or text message (01226 610168). You will not be able to come into school to speak to staff.

Family Responsibilities

All families have a social responsibility to follow the latest government guidance in order to limit the spread of the virus within their small school group and to help school to run safely.

Please:

- Ensure that you continue to abide by government social distancing guidance.
- Ensure that your child abides by social distancing guidance when not in the home.
- Wash your hands regularly, including when you enter or leave your home. Encourage your family members to do the same.
- Book a place for your child before sending them to school.
- Ensure that your child arrives at the right time when coming into school
- Seek alternatives to the use of public transport and, if unavoidable, ensure your child wears a mask.
- Provide your child with a water bottle so that they do not share with others.
- Inform school if we are expecting your child and they are going to be absent.
- Keep your child off school if they or anyone else in your household developed COVID-19 symptoms and follow the NHS guidance: <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/how-long-to-self-isolate/>
- Ensure the school has up to date contact details, in case we need to contact you urgently.
- If you need to speak to anyone in school, contact us via phone, text or email.

Take Care and Stay Safe



A Dickson
Headteacher