



# BRENTSIDE HIGH SCHOOL

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LEARNING AND ACHIEVING TOGETHER

## Re: Year 10 students' face-to-face time in school

Dear Parent/Carer and Student,

Following the government's announcement about 'face to face' time for Year 10 students, we have worked hard to do all we can to support a safe and positive learning environment for students. We are very much looking forward to seeing our students again and we hope that the following is reassuring and informative in preparing for next week, following on from the individual meetings and assembly this week. We know that there is a lot to remember and students will be supported to make the right choices in school through staff guidance and signage.

You are receiving this letter because you said that your child would either probably or definitely be in school for planned sessions and so we include the individual programme for your child, as well as additional information for parents, carers and students. The face to face days are to supplement and not replace, home learning.

### **Please do not come to school if:**

Students may not attend on any days not included in the individual programme below. They must not wait at the school gates for friends who are in on a different/the same day to them. No student should attend school if they are displaying coronavirus symptoms [coronavirus symptoms](#). Students are able to get tested locally if this is the case (<https://www.nhs.uk/ask-for-a-coronavirus-test>) and must inform the school of the outcome. If a young person lives with someone who is vulnerable they should check the government guidance [vulnerability guidelines](#) before attending.

### **Learning on site:**

In line with guidelines, we will have no more than 25% of our Year 10 and Year 12 students on site daily. Year 10 students will be in small groups (your child's group code is on their programme and will be needed on the days) of up to 8 students in weeks 2 (commencing 22.06.20) and 3 (commencing 29.06.20). The programme for weeks 4 (commencing 06.07.20) and 5 (commencing 13.07.20) will be confirmed in week 3 based on our review and any national changes during the first part of the programme, but an outline of all weeks is included with the individual programme.

### **Learning at home:**

Teachers have been asked to set slightly less Year 10 work from 22 June to 17 July. This is because students will be on site for 1 day a week and so have less home learning time. This applies to all subjects, whether students are taught that subject in their in-school sessions or not. Teachers will also move the deadlines to the end of each week for everyone as different students are in school each day over the week. Home learning remains the main way of learning.

### **The beginning and end of the school day:**

To support social distancing, different groups of students arrive at different times. We ask students to arrive as close to the set time as is possible (this appears on your programme for each day). Similarly, at the end of the day the groups are dismissed in a staggered fashion between 13:50 and 14:10. Parents/carers are asked not to wait directly outside of the school gates for their children. Students are expected to go straight home and must not wait for friends to be released

as this puts their own others' wellbeing at risk. All students are advised to maintain social distancing going home.

### On the way to school:

- **Walk, cycle or travel in a family car where possible** (if cycling, bring a bike lock). The days start later and end earlier, giving extra time for travel
- **Please check TfL guidance on a regular basis for any updates** and for further guidance: [TfL travel advice for children & Parents/Carers](#)
- At the time of writing, if students have to travel on public transport, they **must wear a face covering** and **socially distance as much as possible**, but please check TfL guidance as this may change. For information on making your own face covering see [how to make your own face covering](#)
- **Do not meet friends in Borders, Gurnell, Greenford** or other local areas
- **Bring a packed lunch (food is not available on site)** and avoid stopping at local stores
- **Bring a school bag with a large water bottle** (government guidance states that water fountains must be turned off), **basic school equipment and a plastic bag to put any used face coverings or gloves in**. Students who have their subject books can bring these with them if they wish to, but we will ensure that paper is available
- Carry a **hand sanitiser** where possible (and ensure this is used on the back of the hand and between the fingers as well as on palms)
- On your journey to and from school, avoid touching surfaces with your hands where possible and don't touch your face. Cover your mouth and nose with a tissue or the inside of your elbow when coughing or sneezing.
- Arrive at school as close to the designated start time as possible

### On arrival in school:

- At the school gate and beyond **keep a 2 metre gap from any other person**
- **There must be no contact e.g. 'high fiving', handshaking or hugging**
- Students will be directed to use hand sanitizer and remove face covering/gloves (if they wish to wear a face covering or gloves in school then they will need to bring a spare face covering/pair of gloves)

### Movement around the school site:

- Students should only move around the school site after being given permission by a member of staff. They are taught in one room for the whole day to limit movement.
- **Respect the 2 metre social distancing rule** at all times when on site and adhere to floor markings and signs
- Use the one-way system where it is in operation
- Stay on the left hand side of corridors and stairways
- Avoid touching banisters, doors, walls etc. where possible (doors will be wedged open)

### Handwashing / toilets / illness:

- **Students will be directed to wash their hands** with soap and water for at least 20 seconds or with a hand sanitizer **at several points in each day by members of staff**
- Each group will be allocated a toilet which will be cleaned regularly throughout the day
- No more than two students will be permitted in the toilets at one time
- If a student feels unwell during the school day, they should tell a member of staff
- If a student displays Covid-19 symptoms during the school day, they will be isolated until their parent/carer can be contacted and they and their family should isolate for 14 days
- All rooms will be deep cleaned daily, and no room will be used by more than one group of students on each day

### **In classrooms:**

- Only enter and leave classrooms when directed to by a staff member
- Cover mouth and nose with a flexed elbow or tissue when coughing or sneezing
- Dispose of used tissues immediately in a bin
- Avoid touching own mouth, nose and eyes
- Do not share equipment, drink bottles or food
- Use hand sanitizer on entering or leaving a classroom

### **At the end of their day:**

- **Students must leave the school site immediately** when dismissed and go directly home.
- **Students must not gather in groups** in the playground or outside the school gates
- **Do not meet friends in Borders, Gurnell, Greenford** or other local areas

### **Breaktime and lunchtime:**

- Students will have a supervised break and lunchtime with their group which will be in the classroom at break time (apart from trips to the toilet to wash hands) and outside at lunch time depending on the weather. **Students must stay with their group at lunch time** and will be allocated a playground zone in which to eat and relax. They can eat in their outside zone and will have chairs there to sit on
- Students **must not** mix with students who are not in their group
- There will be no ball games

### **Clothing:**

- Students are **not expected to wear school uniform** (blazers or ties must not be worn), though they can wear the summer term red polo shirt if they would like to
- Students must wear clothing that is appropriate for school, **no shorts or vest/crop tops**
- **Classroom doors and windows will be open at all times to maximise ventilation so students should bring a jumper**
- Hooded tops are permitted but hoods should not be worn on the school site
- We understand that some students may be concerned that they have not been able to go to the hairdresser or barber therefore a hat or plain head covering may be worn
- Students are permitted to wear trainers
- Face coverings/gloves worn on public transport will need to be removed before entering school and put in a plastic bag so that they can be washed, or disposed of when they return home – if students wish to wear a face covering/gloves in school they will need to bring a second clean one/pair with them as re-using that worn on public transport increases risk for themselves and others
- There is no requirement that students wear face covering/gloves in school, but any who want to are allowed to do so, as long as it is changed as above. They will still need to wash/replace gloves when others are washing their hands
- Clothing worn to school should be removed and washed as soon as students return home

### **Mobile phones / headphones:**

- Usual school rules apply – students are permitted to have a mobile phone in their bag, but it must be switched off during the school day and headphones must not be worn on the school site. This includes at break and lunch time
- If parents/carers need to contact their child during the day, they should phone the school
- If a student needs to contact their parent/carer during the school day, they should ask a member of staff for permission

### **In case of closure:**

Should the school need to close in response to guidance from Public Health England or other significant reason based on the safe operation of the school, we will email and text parents and

carers to notify that this is the case. Unless a student comes forward with concerns, we will assume that you are happy for them to go home. If you would like us to keep your child on site until the end of the school day/until we can contact you (whichever is the sooner), please email Ms Silla ([m.silla@brentsidehigh.ealing.sch.uk](mailto:m.silla@brentsidehigh.ealing.sch.uk)) prior to Monday 22 June, giving the two best numbers to be contacted on in the event of a school closure and we will ensure that we contact you.

Your individual programme is in the body of this email, but I would like to say that we are looking forward to seeing all of our students next week and we know that you will also be looking forward to seeing each other; following this guidance will ensure that this is a positive experience for all.

Yours sincerely

Ms C Hames  
Deputy Headteacher