



# BRENTSIDE HIGH SCHOOL

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LEARNING AND ACHIEVING TOGETHER

## Re: Year 12 students' face-to-face time in school

Dear Parent/Carer and Student,

Following the government's announcement about 'face to face' time for Year 12 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 in addition to the individual programme for your child, we are sharing key information for parents, carers and students.

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

Students may not attend on any days not included in their individual programme. 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 12 students will be taught in small groups usually of 7 students but up to 13 in larger teaching spaces. Sessions are designed to review and recap learning, address misconceptions and supplement home learning, which remains the main form of learning provision.

### **Learning at home:**

The face to face sessions in school are meant to supplement your home learning, which means that home learning remains your main way of learning. Your in-school sessions will be recapping, addressing misconceptions and deepening understanding of home learning content and will enable students to ask questions, gain confidence and test and enhance their understanding.

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

To support social distancing, different groups of students arrive at different times with Year 12 arriving at 10:30. Similarly, at the end of the day the groups are dismissed at different times depending on whether they are seeing both or one teacher that day. Sessions with one teacher last for 2 hours, sessions with both teachers last for 3 hours (1hr 30min with each teacher). Students are expected to go straight home and must not wait for friends to be released as this puts others' wellbeing at risk. All are advised to maintain social distancing on the way 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, students **must wear a face mask** and **socially distance as much as possible** on public transport, but please check TfL guidance as this may change. For information on making your own mask see [making your own face mask](#)
- **Do not meet friends in** local areas and avoid shops where possible
- **Bring snacks (food is not available on site)**. The longest day is 3hours and all days end by 13:30 and so formal breaks/lunch are not provided, but students are able to bring in snacks if they choose to and will be able to go to the toilet during a session
- **Bring 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 masks or gloves in** if being worn. Students who have their subject books/folders should bring these with them, but we will ensure that paper is available if needed
- 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 physical contact e.g. 'high fiving', handshaking or hugging**
- Students will be directed to use hand sanitizer (provided at the gate) and remove face mask/gloves worn during travel (putting the used ones into a plastic bag and wrapping up to take home if washing and reusing). If they wish to wear a mask or gloves in school, they will need to bring a spare mask/pair of gloves and put these on at the sanitizing station. Students must not bring their used mask/gloves out again once in school as this raises risks for self and others

#### **Movement around the school site:**

- Students should only move around the school site after being given permission by a member of staff
- **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 regularly by members of staff** with soap and water for at least 20 seconds or with a hand sanitizer
- Each group will be allocated a toilet which will be cleaned regularly throughout the day
- No more than two students are 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

#### **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 (this is provided for you)
- All rooms will be cleaned prior to the next day's lessons

**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

**Clothing:**

- The clothing expectations have been relaxed but students must wear clothing that is appropriate for school, e.g. **no shorts or vest/crop tops or slogans that could offend**
- **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
- Clothing worn to school should be removed and washed as soon as possible on students returning 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 site.
- 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 to use their phone

**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. We will then dismiss students, unless a student comes forward with concerns.

The school's addendum to the behaviour policy has been attached. This addendum relates to the wellbeing of all members of the school community. This is also on the school website.

I would like to say that we are very much looking forward to welcoming, speaking and working with 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 and we will help each other to remember and make the right choices.

Yours sincerely

Ms C Hames  
Deputy Headteacher