



Dear Parent

The end of the term is fast approaching and I am sure we can all agree that the summer term has been extraordinary. May I thank you for your support in these challenging times. I feel we should all be very proud of how we have risen to the challenges we have faced.

As I am sure you are aware, we are now preparing to be fully open for all year groups from September 2020. As ever, we will stagger the start date for each year. Each year group will have the following first day, and will continue to attend from this date:

Year 7 - Monday 7th September
Year 8 - Thursday 10th September
Year 9 - Thursday 10th September
Year 10 - Wednesday 9th September
Year 11 - Tuesday 8th September
Year 12 - Monday 7th September
Year 13 - Thursday 10th September

All students are to arrive by 8.45 and upon arrival in school, students are to proceed directly to their tutor room. The canteen and other areas will not be available for students at this time. For the purposes of keeping students in bubbles, some form rooms have changed - details can be found on the timetable in the Show My Homework app from September 1st.

Keeping students and staff safe during the Covid-19 pandemic is my first priority. The government has given clear guidelines to schools on how to open as safely as possible. The Trustees will approve a risk assessment in the coming weeks. These are the main areas that impact directly on your child.

1. Students and staff who are ill stay at home

Students and staff must not come into school if they have Covid-19 symptoms (a new continuous cough, high temperature or a loss/change in taste or smell) or have tested positive in the last 7 days. Anyone who develops symptoms during the school day will be sent home. Whilst we are waiting for students to be collected they will be isolated with designated staff who will have access to the appropriate personal protective equipment (PPE). Please can you ensure that your parental contact details are up to date. If you are unsure please send in your emergency contact telephone number to data@springwoodhighschool.co.uk.

Anyone who has symptoms must self-isolate for at least 7 days (or until a clear test has returned) and should arrange to have a covid test. All members of the household should then self-isolate for 14 days from when the symptomatic person first had symptoms.

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2. Robust hand and respiratory hygiene

This will involve cleaning hands with soap and running water and with hand sanitiser on a regular basis. Each classroom will have its own supply of hand sanitiser and students will use this at the start of the day and each time they enter a new classroom as well as after break/lunch. As ever, we will regularly check that toilets have a good supply of soap.

The “catch it, bin it, kill it” approach will be used to ensure good respiratory hygiene. Each classroom will have a supply of tissues and a bin.

The government does not currently ask for students to wear face coverings in school or on school buses. Face coverings are required if your child uses public transport to come to school but must be removed when entering the school site.

3. Enhanced cleaning arrangements

The school is organising additional cleaning of rooms, other spaces and toilets.

4. Active engagement with NHS Test and Trace

The school will engage with Public Health England should any member of our school community contract Covid-19. It is imperative that we should all;

- Book a test if any member of our household has covid symptoms,
- Provide details of anyone we have been in close contact with,
- Self isolate if you or your household have been in close contact with someone who develops covid symptoms or someone who tests positive for Covid-19.

As we have been throughout the pandemic, the school will be open and transparent and inform parents regarding suspected or confirmed covid cases within the school where needed. Please can you ensure the school is kept aware if this occurs in your household. Please email office@springwoodhighschool.co.uk if this is the case.

5. Formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

The school is developing these systems ready for the September start.

Our approaches will include:

- Keeping students in year group or half year group “bubbles”;
- Instigating a one way system in the school;
- Where possible students will be sat in rows facing the teacher;
- Staff will be advised to maintain a maximum distance from students;
- Having separate social spaces for bubbles at lunch and break time;
- Restricted access to the canteen. This will mean that students will need to bring a packed lunch into school. Students entitled to free school meals will be provided with a packed lunch from the canteen. Further arrangements for this provision will be shared in due course.

In order to maximise the impact of the safety measures put in place, it is vital that you discuss these plans with your child and ensure they are fully aware of the expectations of them, with particular regard to their behaviour around the school and their cooperation with the new systems. Please ensure your child is aware of the following:

- Upon arrival at school, go directly to your form room (check SMHW at the beginning of September as some of these have changed);
- Follow the one way systems at all times;
- Stay in your designated area during break and lunch times - these will be inside and outside spaces and children will be made aware of areas designated to them in September;
- Food must be eaten only in designated indoor areas and only after cleaning hands. No eating is permitted outside;
- Show consideration to others at all times.

We have updated our behaviour policy to reflect the current situation and we will contact parents if we feel a child's actions are endangering others.

Students are to attend school in full uniform. If you require any new uniform this can be ordered online via the school shop. The uniform policy is available on the school website for your reference. Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. Students will also be expected to have their own equipment as the lending of equipment is obviously a potential risk. There will be very limited storage space in classrooms for exercise books so students will need to keep their books with them. Please also consider, where possible, providing your child with art materials or other equipment that they may need during the day. Please help your child develop good habits by ensuring they fully prepare their school bag the night before so they are not carrying unnecessary books and equipment.

In order to minimise the congestion at the school gates, please encourage your child to not wait in these areas and, where relevant, give some thought to alternative drop off and pick up points along your route.

At the beginning of term, we will brief all students fully on the new systems and routines, along with any other information in addition to this plan.

If there are any changes to the government's guidance to schools that affect these plans, we will communicate with you via your registered email address and our website. If you have any queries or concerns regarding the above, please email office@springwoodhighschool.co.uk.

Yours faithfully



Mr A Johnson