



## Parent & Student Information - Year 12 Onsite Provision June 2020



# Introduction

Dear Parent / Carer,

The government has asked secondary schools to partially reopen from 15th June for year 10 and 12 students. This is to allow some direct support for students who are working towards exams at the end of next academic year.

We at The Minster School will be pleased to welcome students back into our buildings to support them with their online learning. For this to happen, significant adjustments have been made to our provision and onsite arrangements (based on extensive risk assessment) so that students, staff and the wider community are protected as much as possible from the spread of Covid-19.

It is essential that all students and parents / carers take the time to read through this guidance and watch the associated brief video before returning to school. Each family will then need to complete the online declaration by **5pm on June 10th**, agreeing to follow the arrangements in full. If students are unable to fulfil the requirements and/or the declaration is not returned they will not be able to visit the school site for their sessions.

Much information has been shared in the media about the risks of returning to school and opinions vary significantly. However, the arrangements in place at The Minster School offer the very best in terms of the maintenance of social distancing and hygiene, reliant of course on the full co-operation of students. It is ultimately the decision of each family as to whether a student will attend. We will do our very best for those who do join us to keep them safe and provide subject-specific support to help them in their ongoing studies.



# Government Guidance

Here are the links to latest government guidance regarding schools, originally shared with families on 13th May.

- Parent guidance : <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>
- <https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>
- <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>



## Teaching and Learning

The nature of work in school and continued online learning



## Zones and groups

How we are arranging student groups to maintain social distancing



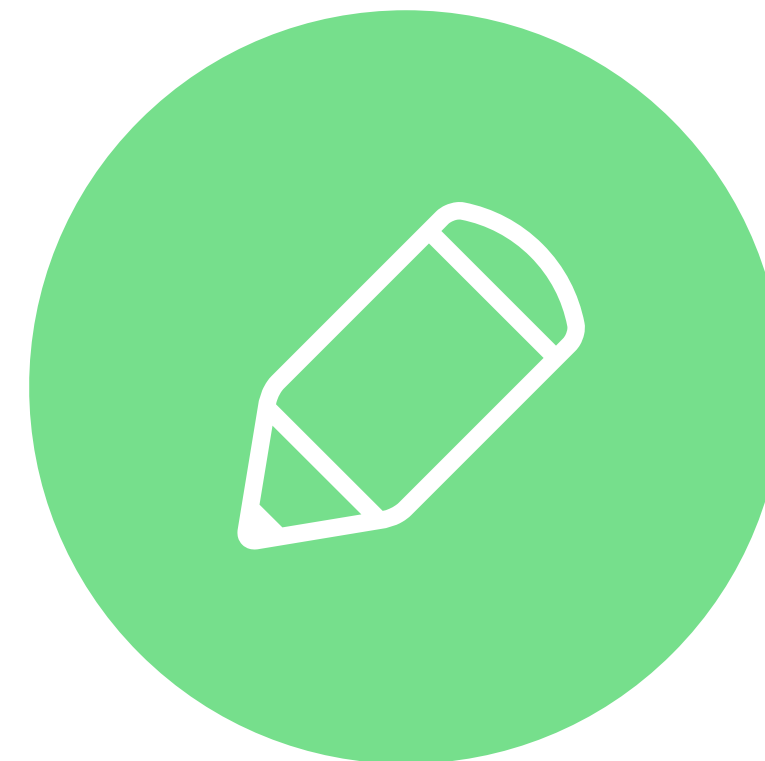
## Arrival and Departure

Drop-off, pick up and routes into school



## Break Time and Kit

Lunch arrangements, food and drink in school, what to bring



## Hygiene

Expectations for handwashing, cleaning and minimising transmission



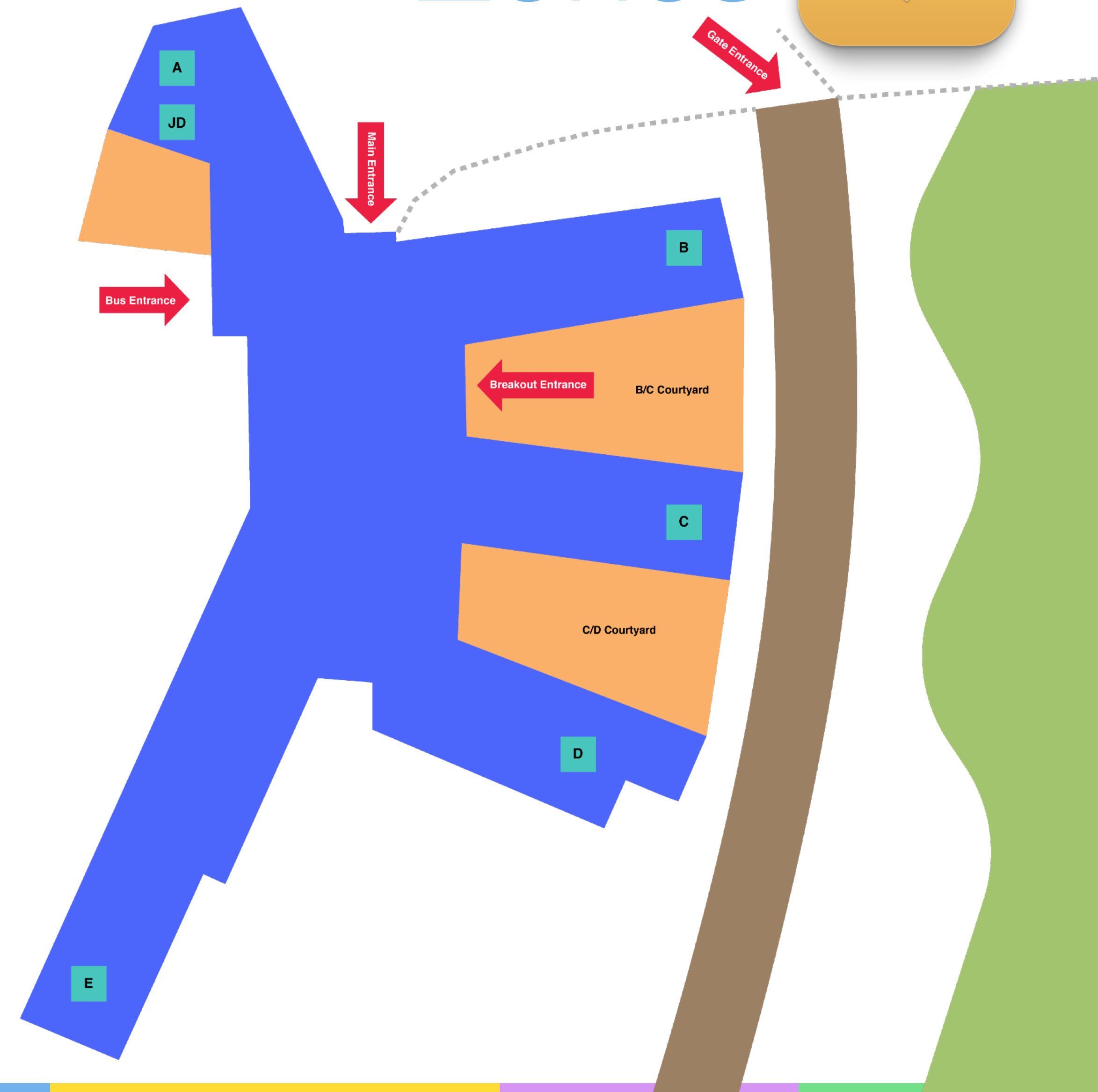
## Who can attend?

When can students attend and when should they be at home?

# Zones



- Each student will be provided with clear information for teaching room/s and zone before each day in school
- Students must remain in allocated zones for each day
- On options days students may need to move to a different room for the afternoon session
- The zone applies all day on core days and until the end of lunch on options days
- Each student belongs to a “teaching cohort” on a core day - mixed ability, further split into small classes for lessons
- 2m social distancing is in place for all teaching sessions







# Arrival and Departure



1 As many students as possible are encouraged to walk or cycle to school. Social distancing rules must be obeyed on the way to and from school.

2 Parents /carers are encouraged to drive students to school if walking is not possible. Lifts must not be shared and drop off should be in the long stay car park if possible. If not, the main car park will be available for drop off. This will be controlled and instructions must be followed. 6th formers with their own cars should use the long stay car park **with no lift sharing.**

3 School bus and public transport is available but parents must ensure any students using these facilities stringently follow the rules as set out by the transport provider, including wearing a face covering.

4 All students must make their way to the Park Gate entrance to access the school site, regardless of how they arrive at school. Students must not congregate outside the gates either at the beginning or the end of the day.

5 Parents / carers are asked not to congregate outside the school. It is not possible for parents / carers to come onto the school site at present, unless by appointment in advance with a member of staff



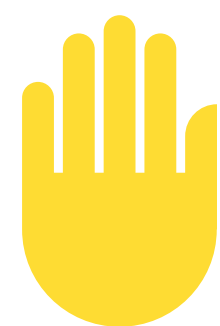
## Break Time and Kit

- There is one 30 minute break in the middle of each day - students must remain in their Zones at break. They will be outside and may need a coat / umbrella depending on the weather.
- Students should bring a packed lunch and their own filled water bottle. Packed lunches are available from school only if necessary - ordered in advance. These will be delivered to zones.
- A basic set of stationery (pen, pencil, ruler, calculator where necessary) is needed - these won't be provided. Paper and any worksheets will be provided and can be taken home. No sharing of equipment.





Year 12 students will have **one day per week** in school each **Friday**. Over a two week cycle the three subjects being studied will be covered.



Students will stay together as a distinct cohort for each morning or afternoon session. They must remain in the zone for the morning session until the end of lunch but may need to move for the afternoon. Teaching groups will be small - 9 in a standard classroom



One day per fortnight will be a half day (different for each student depending on subjects). When students do not have a session they should not be in school. Students will receive individual schedules before each Friday in school.



Onsite days will support the online learning and not replace it. They will focus on discussion, questioning, feedback and tackling the most complex topics. Each session will be with a subject specialist

# Teaching and Learning



**Important : Please note changed start and end times to the day**

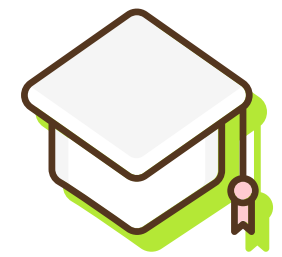
Time	Week 1	Week 2
10am to 12 noon	Option A	Option C
12 noon to 12.30pm	Lunch	Lunch
12.30pm to 2.30pm	Option B	Option D

# Hygiene

## Hand washing



On entering the building students must properly use the hand sanitiser provided. They must also use hand sanitiser whenever they leave or return to a classroom setting.



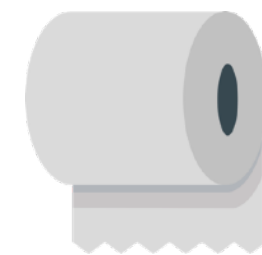
## In the classroom

Students will have a designated desk and they must remain there. If there is the need to move they must ask permission from the teacher. On arrival in a classroom students will be given a sterilising wipe for their chair and desk. If a student feels unwell they must notify the teacher immediately

## Dress code



Students do not need to follow the 6th form dress code. They should wear modest clothing appropriate for a school setting. No inappropriate logos or overly revealing clothes. Clothes worn should be easily washed and it is recommended they are washed after a school day.



## Toilets

These will be single occupancy and with controlled access. Students must abide by the single occupancy rule and thoroughly wash their hands with soap and water after visiting the toilets. Students may go to the toilets at any time when in school.



# Who can attend?



## Completed agreement

All students and families **MUST** have completed the online agreement and registration **BEFORE** any onsite visit.

Students must adhere to all rules and procedures outlined in this guide and the agreement. Onsite permission may be withdrawn for students presenting a risk to others.

## Individual invitation

Students will only attend the school on their allotted days and at the correct times. There is no extended provision at the beginning and end of the day, unless the student is part of the “Hub” provision on other days - available for children of key workers and vulnerable students. This is the separately booked provision which has been in place since March.

Students will receive an email with specific details of sessions and zones in advance of any day in school and must follow those instructions.

## No symptoms

Any student displaying Coronavirus symptoms or in a household where others have symptoms must not come in to school. Government self isolation guidance should be followed. Any student displaying symptoms at school will be isolated and must be collected immediately. They should have a Covid test and the school must be informed of the outcome.

# Who can attend? - additional important information



## **If there is a confirmed case of coronavirus in the school (taken directly from the Implementing Protective Measures document provided by Gov.UK)**

If a child or member of staff develops symptoms compatible with coronavirus, they will be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days.

All staff and pupils attending school will have access to a test if they display symptoms, and would be encouraged to get tested in this scenario.

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

Where a child or staff member tests positive, the rest of their 'bubble' or group within the school would be sent home and advised to self-isolate for 14 days. The other household members of that wider 'bubble' or group do not need to self-isolate unless the child/staff member subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the cohort or the wider school environment, Public Health England's local health protection teams will conduct a rapid investigation and will advise school on the most appropriate action to take. In some cases a larger number of other children may be asked to self-isolate at home as a precautionary measure – perhaps other 'bubbles'/groups or perhaps the whole school. Where schools are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole school will not generally be necessary.

## **If your child is classed as being clinically vulnerable or clinically extremely vulnerable**

If your child is considered clinically vulnerable (but not clinically extremely vulnerable), parents should follow medical advice as to whether they should attend school.

If your child is considered clinically extremely vulnerable (shielded), then they should not attend school and will be supported to learn at home.

## **Living in a household with a clinically extremely vulnerable /clinically vulnerable person**

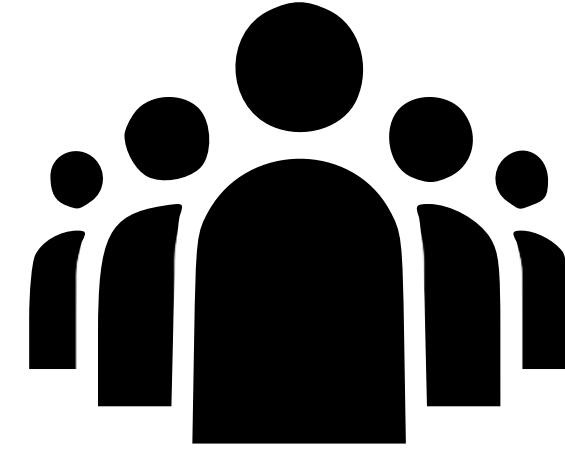
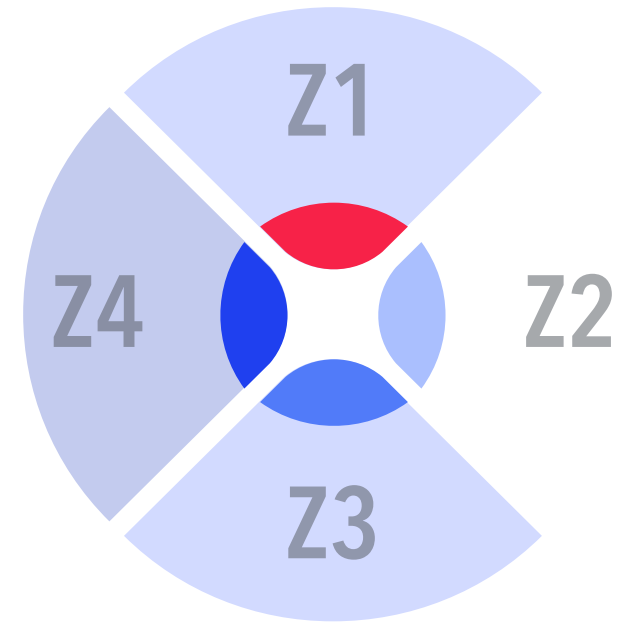
If a child lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend their school.

If a child lives with someone who is extremely clinically vulnerable (shielded), it is advised that they only attend school if stringent social distancing can be adhered to and, in the case of children, they are able to understand and follow those instructions. If this isn't possible, we do not expect those children to attend school and they will be supported to learn at home.

**We would ask that any families that are in the 'shielding' category, and wish to send their child to school should make contact for a discussion.**

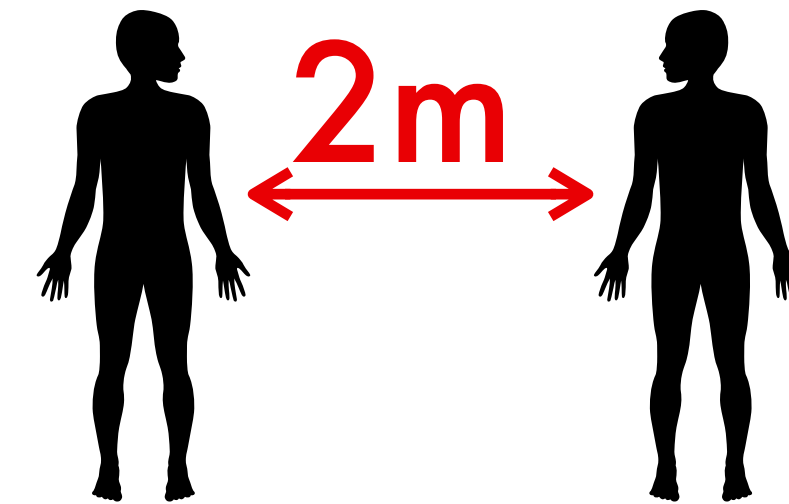


Stick to your zones



No congregating  
outside school

Maintain social distance

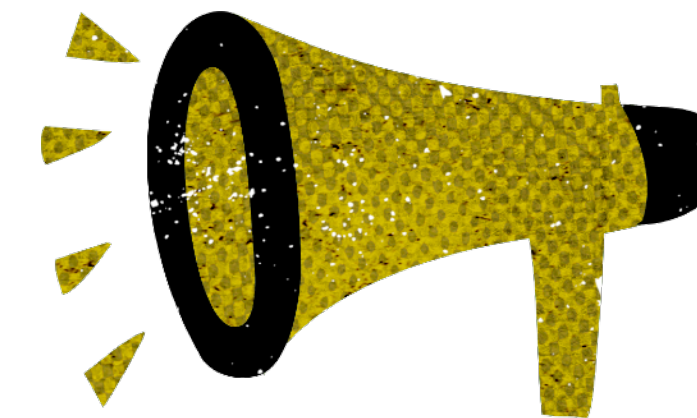


# The Main Student Rules



Follow hand  
cleaning guidance

Engage well in  
learning sessions



Follow all staff  
instructions



Watch  
video

Read  
guide

**Click  
here** to  
Register

All families wishing to use the onsite provision must complete the online agreement in advance (10th June deadline).

We look forward to welcoming students back into the school and are relying on them to be responsible so we can all enjoy the opportunity to learn together again. If you have any urgent questions not covered in this guidance please contact the school through [office@minster.notts.sch.uk](mailto:office@minster.notts.sch.uk)