



Saint Benedict  
A Catholic Voluntary Academy

Dear Parents and Carers

### **Initial plans for the full re-opening of Saint Benedict Academy September 2020**

As you know, the DfE have released their guidance for the full opening of schools in September. The guidance clearly states that it is the Government's plan that all pupils, in all year groups, will return to school full-time from the beginning of the Autumn Term.

In order to welcome pupils back to school, we are adopting a phased return of Year Groups. This will allow us to fully brief all pupils on their return about the health and safety precautions they must take and the measures we are taking in school. By phasing Year Groups back into school, it will allow all pupils the opportunity to spend time as a form group, reconnecting with their friends and familiarising themselves with the routines and structures of being back in school. Having fewer pupils in school on the first few days of the new term will also reassure those new to Saint Benedict and those who are perhaps feeling a little anxious about the return.

Time will be spent in tutor groups ensuring all pupils are fully briefed about the need for regular hand washing and sanitising and the expectations we have of pupils in school around their conduct and the use of equipment and resources.

Normal school hours will commence on Monday 7<sup>th</sup> September; pupils in Year 7 should arrive in school by 8:35. On arrival, they should make their way to the tennis courts immediately in front of the bus bays. Staff will be on hand to meet pupils and guide them to their designated form area. School will finish, as normal, at 3 pm. Please look on the website for details about the school bus service and information about dropping your child off and/or collecting them by car.

### **Please find below the dates for each Year Group returning to school:**

Monday 7 <sup>th</sup> September	Year 7 pupils only
Tuesday 8 <sup>th</sup> September	All KS3 pupils (Year 7, Year 8 and Year 9) only
Wednesday 9 <sup>th</sup> September	All Year Groups, including sixth form
Thursday 10 <sup>th</sup> September	All Year Groups, including sixth form
Friday 11 <sup>th</sup> September	All Year Groups, including sixth form

### **DFE guidance:**

The guidance sets out the actions school leaders should take to minimise the risk of transmission in their school. This is public health advice, endorsed by Public Health England (PHE). The guidance has been prepared with input from school leaders, unions and sector bodies and in consultation with Public Health England (PHE) and the Health and Safety Executive (HSE).

Full DfE guidance document: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>



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### Key Messages:

Public health advice includes:

- A requirement that people who are ill stay at home
- Robust hand and respiratory hygiene
- Enhanced cleaning arrangements
- Active engagement with NHS Test and Trace
- Formal consideration of how to reduce contacts and maximise distancing between those in school
- Whenever possible, minimise potential for contamination as far as it is reasonably practicable

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- Grouping children together
- Avoiding contact between groups
- Arranging classrooms with forward facing desks
- Staff maintaining distance from pupils and other staff as much as possible

All the above, while delivering a broad and balanced curriculum.

### Specific guidance on pupils feeling unwell with coronavirus (COVID-19) symptoms.

Pupils and other adults **must not** come into school if they have coronavirus (COVID-19) symptoms:

- New, continuous cough
- High temperature
- Has a loss of, or a change in their normal sense of taste or smell (anosmia)

Or have tested positive in the last 7 days.

If anyone in the school becomes unwell during the day with any of the above symptoms, they must be sent home and self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) will also need to self-isolate for 14 days from when the symptomatic person first had symptoms.

### NHS Test and Trace

Parents will be required to:

- Book a test if their child is displaying symptoms. All children can be tested. Tests can be **booked online through the NHS testing and tracing website** or ordered by **telephone via NHS 119**.
- Provide details of anyone their child has been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace (school will provide information to NHS regarding other children in school)
- Self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)



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- Inform school immediately if someone **tests negative**, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu- in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- Inform school immediately if someone **tests positive**, they must continue to self-isolate for at least 7 days from the onset of their symptoms and return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7 day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

We are carefully progressing our planning for the **full return of all pupils in September**. We are very much looking forward to welcoming all pupils back to school. Plans are being made that allow us to do this whilst fully meeting all government guidelines. As part of this we are planning the following:

- All pupils will follow a full timetable which includes all subjects
- Pupils will be in Year Group bubbles
- We will follow the planned timetable and usual length of day, just with different break and lunchtimes.
- Breaktimes and lunchtimes will be staggered to avoid pupils mixing from other Year Groups. This will also allow for significantly quicker service time and reduced queuing
- Separate Year Group zones will be used at break and lunchtimes
- Pupils will remain in the same teaching group for many of their lessons. These teaching groups will be organised to ensure that pupils remain in similar groupings during the day as far as possible. This will be harder to maintain for older pupils who will be in setted subjects and option groups. However, younger pupils will be in a smaller number of differing teaching groups
- Pupils will still move around, allowing them to access specialist teaching rooms such as IT, Food, Textiles and DTE and to ensure no class is ever left unsupervised. All classrooms will be wiped down between lessons and we are confident we can ensure adherence to all Health and Safety Guidance
- There will be enhanced cleaning stations at all entrances to all classrooms and teaching spaces and outside our catering facilities. Outside and inside each classroom will be sanitisers and all pupils will be asked to sanitise on entry to each classroom at the start of every lesson
- There will be no whole group assemblies or large school gatherings, however, a full pastoral programme will still take place during form time
- All classrooms will be set up in a similar seating formation and Heads of Year will create default seating plans for pupil groups. While teachers may make some alterations, these will largely remain the same from lesson to lesson and will enable us to identify possible contacts for all

pupils throughout the day should we need to



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- All classrooms will be equipped with visualisers to ensure teachers can explain work to pupils and take feedback while maintaining social distancing in the classroom. This is a small piece of unobtrusive equipment which allows teachers to project working examples directly from their desk on to a board.
- All pupils will be given their own whiteboard pack and personalised Knowledge Book which they must keep with them at all times. Form tutors will check pupils have these each morning
- Pupils will not be able to share equipment and class teachers are not able to lend equipment to pupils. Therefore, it is crucial that pupils bring to school with them every day their basic equipment. Form tutors will check this every morning
- Signage will be placed around the school to remind pupils of the need for good hand hygiene, reinforcing the 'catch it, bin it, kill it' message and reminding of the expectation of social distancing where this is still possible
- As well as a whole school risk assessment, there will be risk assessments in place for each practical activity outlining the measures in place to reduce risk in these areas. These will be explained to pupils at the start of the term
- Pupils will still be able to purchase a school meal at lunchtime and a variety of different snacks at breaktimes. However, we are not able to offer any breakfast or pre-school service. If your child will be purchasing a school meal, they must have money available on their account to do so

The above plan allows us to comply with all government and Public Health England guidance.

### Curriculum

Throughout the school closure, Saint Benedict Academy has been setting remote learning that is aligned to our planned curriculum plan for 2020. As such, we feel the pupils will be well placed to deepen their knowledge in the subjects they study upon their return to us in September.

The first thing to say is that we must not panic or instil in pupils a sense that they are behind. Nor should we think that throwing hours of extra lessons or catch up is the answer: the research shows that it isn't. The first step is to re-engage pupils with the regular routine of learning through instilling confidence and capturing their interest through teaching new and engaging topics.

It will serve no purpose to start by trying to test them on what they don't know, to find gaps in their learning, or by reminding them of what they may have missed. All pupils learn at different paces, all pupils have gaps at any time, we just need to be more aware that the online experience has been more variable than delivery in school.

Relationships are at the heart of good teaching. Our first priority is to reach out to greet our pupils and build trust again. For many of them they have been disconnected from their peers and their teachers for five months. We need to listen to their experience of learning from home and to use that understanding to help transition them back into school, both pastorally and academically. We will need parental support to do this. Please help us by ensuring your child/ren are back to normal, pre-lockdown routines and rules at home by the time they return to us in September. This may involve fewer hours on Netflix or the Xbox and regular bedtimes.



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For those pupils who are due to be taking their GCSE's and A Levels next summer, there may need to be some adjustments to their curriculum. At this stage we know that consultations are taking place as to how GCSE and A Levels might be different in 2021. We know already that exams in 2021 will be slightly later to allow more teaching time. There are other possibilities for each subject such as reducing fieldwork in GCSE geography or allowing more question choice in history. We will watch all of these developments with care and adjust our teaching accordingly.

### **Attendance**

It is vital for all children to return to school. School attendance is, therefore, mandatory again from the beginning of the Autumn term. The usual rules on school attendance will apply from September 2020, including:

- Parents' duty to ensure that their child attends regularly at school where that child is a registered pupil at school and they are of compulsory school age
- Schools' responsibilities to record attendance and follow-up absence
- The availability to issue sanctions, including fixed penalty notices in line with the local authorities' codes of conduct.

Please see the school website for our latest attendance policy.

### **Behaviour for learning**

The whole school Behaviour for Learning Policy has been amended to reflect the current situation and it is crucial that we have the support of parents to ensure the safety of the whole school community. The policy includes some specific COVID-19 'risky behaviours', which are listed below:

- Physical contact with someone who is not part of your household (this can include but is not limited to touching, biting, hitting, punching, hugging etc).
- Spitting
- Sharing equipment/containers e.g. water bottles
- Sharing food items
- Deliberate coughing
- Any other act that would be deemed to be deliberate and harmful towards another person or person(s) in relation to the spread of COVID-19

We would ask that you discuss the potentially dangerous behaviours above with your child and the importance of appropriate conduct in school.

Please visit the school's website to view the full Behaviour for Learning Policy and its COVID-19 updates.



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### **Uniform and PE Kit**

In relation to school uniform, the Government guidance states:

*We would encourage all schools to return to their usual uniform policies in the Autumn term. Uniform can play a valuable role in contributing to the ethos of a school and setting an appropriate tone. 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.*

Therefore, the schools position as per the DfE guidance is that uniform is to be worn as normal.

Please visit the school's website for full details of our Uniform Policy and expectations.

Pupils should bring their full PE kit to school, as normal, on the days they are timetabled for PE or Dance.

### **Transport**

We encourage all pupils to consider walking or cycling to school in September, where possible and practical. Parents may also wish to consider bringing their child/ren to school by car.

The school continues to work closely with Notts and Derby and the local authority regarding school buses. We anticipate that school buses will run as normal in September, however, the wearing of face coverings will be mandatory on all school transport. Pupils must remove them upon arrival at school. We would ask that parents make arrangements for this during the summer vacation in preparation for September as pupils will not be allowed to travel on any bus without one.

If you have any questions please do not hesitate to contact us on [enquiries@saintben.derby.sch.uk](mailto:enquiries@saintben.derby.sch.uk)

We look forward to seeing all of our children back in school in September.

Kind regards

Kevin Gritton  
Headteacher



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