

KSCS September re-opening snippets #5

August 24, 2020

What you need to know as a parent/carer/student

Previous snippets can be found by visiting <https://www.kscs.org.uk/reopening-info>

What this snippet will cover

This snippet expands on the letter sent out today to all of you and includes:

1. An introduction in two parts
2. Start of the day guidance
3. During the school day guidance/information
4. Standards and expectations outlined including the Home school agreement
5. End of school guidance and information
6. Other matters that you need to be aware of

What if I have not received this letter?

Please visit <https://www.kscs.org.uk/reopening-info>

1a. Introduction

- Whilst it is not possible to ensure a totally risk-free environment, the risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school.
- From the start of the autumn term 2020 pupil attendance will be mandatory and the usual rules on attendance will apply. This includes the parents/carers duty to ensure that their child of compulsory school age attends regularly at the school where the child is a registered pupil.

1b. What is the school doing? Five things to remind you

1. Hand sanitiser in every classroom, antibacterial spray available for staff to use to wipe down desks if required.
2. Shared equipment is minimised and cleaned between lessons.
3. Reconfiguration of computer rooms, movement & classrooms to minimise the risk.
4. Revised management of visitors (appointment only) and via virtual meetings.
5. Dedicated social areas/entrances/exits and food facilities by altering the school day.

Please be aware that every school may have a different approach to another (local or national) school. This is acceptable. We will share our LA approved risk assessment on our website for reference in due course.

Previous snippets can be found by visiting <https://www.kscs.org.uk/reopening-info>

2. The start of the day

1. Normal attendance and punctuality is now required (unless unwell/COVID – refer to snippet 4).
2. See next slide for entrances and exits to segregate students.
3. **Full uniform is expected.** Students are expected to bring their own bag and school equipment. Lockers will be available. **Face masks will have to be removed inside the school.** Some staff may be permitted to wear face shields.
4. Students arriving on bicycles will have their own cycle areas close to the entrances/exits.
5. There will be a daily welcome from staff involved in their Year group.
6. Clear signage will also be available to students from day 1.
7. Student go straight to their lesson from arriving – no access to the canteen or mixing. Staff on hand from 8.30 am.

Previous snippets can be found by visiting

<https://www.kscs.org.uk/reopening-info>

Logistics: The School Day

Student entrances & exits

Year 7: Main gates from 8.25 am



Year 8: Astro gates from 8.25 am



Year 9: Library main gates from 8.25 am



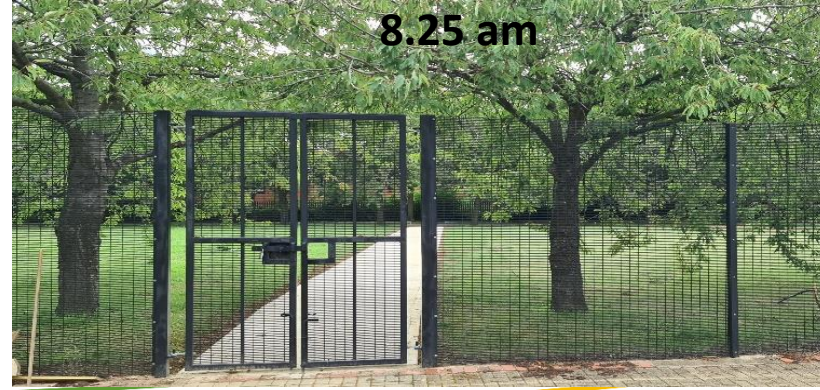
Year 10: Turning Circle gates from 8.25 am



Year 11: Library main gates from 8.35 am



Post16: New library gates from 8.25 am



3. During the day – key points to note:

1. There is a revised school day, a copy of which is shown in the next slide.
2. We have attempted to ensure that we re-open as normal but have taken this opportunity to enrich the school day through extended reading and pastoral care.
3. There will be a staggered and split lunch, meaning year groups will remain in their year-based bubbles and placed into allocated areas of the school during social times.
4. Initially, there will be only one opportunity to have food. This will be at break 1 and it will initially be a grab and go service. Please refer to snippet number 5 for more details using the link above.
5. No cash will be handled inside the school. This means that the Reval machines used to top up payment will not be in use. Therefore, money to purchase food will need to be transferred on-line through Parent Pay. We will be launching a pre-book food system shortly after re-opening.
6. Staff will teach in their classrooms and students will move between lessons. This is due the geography of the school and to minimise disruption to learning.

Logistics: The School Day

55 minute lessons, break 1+2 split

Breakfast club by pre booking start date to be confirmed limited and controlled capacity

September 2020 Model

Unit	Timing
Lesson 1	8.45-9.40
Lesson 2	9.40-10.35
Break 1 + Reading 10.35 - 11.35 30min: Reading & Oracy 30min: Social Break & Food provision	
Lesson 3	11.35-12.30
Lesson 4	12.30-13.25
Break 2 + Pastoral 13.25 - 14.15 25min: Pastoral Care & Social break 25min: Social break & Pastoral Care	
Lesson 5	14.15-15.15***
Lesson 6	Year 11 catchup (provisional start week beg 14 Sept)

Year Arrive from	7 8.25am	8 8.25am	9 8.25am	10 8.35 am	11 8.35am	Post16 8.35am
Entrance & timing	Main gates	Astro Entrance	Library Gates (divide 1)	Turning Circle entrance	Library Gates (divide 2)	Library new entrance
Cycle area	Front of school	Back of block 2	Back of library & front of Block 3	Back of Dance studio	Back of 4L04	In front of library
Timing Activity	10.35-11.05			11.05-11.35		
Canteen	Years 7 + 9+ 11 + Post16			Years 8 +10		
Reading* Intervention**	Years 8* +10*			Years 7* + 9*+ 11** + Post16*		

Timing Activity	13.25-13.50	13.50-14.15
Pastoral Care	Years 7 + 9+ 11 + Post16	Years 8 +10
Break (Social time only –no food provision)	Years 8 +10	Years 7 + 9+ 11 + Post16

*** Staggered exit same as entrance,
Year 10-Post16 @ 3.15pm; Years 7 -9 @ 3.20 pm

Logistics: The School Day

Break 1 food provision



Break 1 (part A) 10.35-11.05	Year 7	Year 8	Year 9	Year 10	Year 11	Post16
Food provision	Canteen (Side 1)	X	Sports Hall (Side 1)	X	Canteen (Side 2)	Off site
Designated social area	Caged area & picnic area	X	Tennis Courts	X	Astro/front of school	Common Room & 4L04
Designated bad weather area	Assembly Hall & Library	X	Sports Hall (all)	X	Canteen (Side 2) Sports Foyer	Common Room & 4L04
Designated Toilet area	Toilets (block 1)	X	PE Changing room toilets	X	PArts toilets	Block 4 outside + Block 3 upper
Reading & Intervention	X	✓ Tutor base	X	✓ Tutor base	X	X
Break 1 (part B) 11.05-11.35	Year 7	Year 8	Year 9	Year 10	Year 11	Post16
Food provision	X	Canteen (side 1)	X	Canteen (Side 2)	X	X
Designated social area	X	Caged area & picnic area	X	Astro	X	X
Designated bad weather area	X	Assembly Hall & Library	X	Canteen (Side 2) Sports Foyer	X	X
Designated Toilet area	X	Toilets (block 1)	X	PArts toilets	X	X
Reading & Intervention	✓ Tutor base	X	✓ Tutor base	X	✓ Tutor base	✓ Tutor base

Logistics: The School Day

Break 2 no food provision

Aspire for Excellence and Integrity to gain Success

Break 2 (part A) 13.25-13.50	Year 7	Year 8	Year 9	Year 10	Year 11	Post16
Pastoral Care	X	✓ Tutor base	X	✓ Tutor base	X	✓ Tutor base
Designated social area	Caged area & picnic area	X	Tennis Courts	X	Astro	X
Designated bad weather area	Assembly Hall & Library	X	Sports Hall (all)	X	Canteen (Side 2) & Sports Foyer	X
Designated Toilet area	Toilets (block 1)	X	PE Changing room toilets	X	PArts toilets	X
Break 2 (part B) 13.50-14.15	Year 7	Year 8	Year 9	Year 10	Year 11	Post16
Pastoral Care	✓ Tutor base	X	✓ Tutor base	X	✓ Tutor base	X
Designated social area	X	Caged area & picnic area	X	Astro/front of school	X	Common Room & 4L04
Designated bad weather area	X	Assembly Hall & Library	X	Canteen (Side 2) Sports Foyer	X	Common Room & 4L04
Designated Toilet area	X	Toilets (block 1)	X	PArts toilets	X	Block 4 outside & Block 3 upper

Logistics: The School Day

break 1 phased food provision

Start of the Term (first 2-3 weeks)

- Limited **grab and go service** (to be explained) **only at break 1**
- **No cash taken** (revaluation machines turned off)
- **Biometrics in use** (student to have hand sanitiser facilities entering and the biometric system wiped down after each use)

Autumn term (approx. weeks 5-7)

- Continuation of the limited grab and go service as above
- **Introduction of a hot meal service on specific days (e.g. Monday for Year 7, etc)**

Autumn term - week3/4 onwards

- Continuation of the limited grab and go service as above **only at break 1**
- **Pre booking of food using online software system** functioning – reduced use of biometrics

Provisional Autumn half term 2

- **Full roll out of a hot meal service on all days**
- **Consideration of break 1 and 2 services**
- **This is subject to review and COVID responses required**

6. Other matters





1. If your child becomes unwell, snippet number 4 explains how we will take care of them (see web link above). **It is essential that we have up-to-date contact numbers connected to someone with authorisation to collect or send the child home during the school day.**
2. Cleaning, sanitising and hygiene services have been enhanced. There will a schedule to clean classrooms during the school day and at the end of the day. In addition, staff will all have a PPE pack including antibac gel, wipes, spray and other PPE equipment. Students are encouraged to bring their own hand sanitiser with them to the school.
3. There will be one-way systems put into place to control student movement between lessons.
4. staff will be routinely monitoring the corridors to ensure students are carefully controlled during the school day.
5. Students using the library will have to follow government guidance adopted by KSCs and Vivacity. Face mask need to be worn in the Library and time limits set.

Previous snippets can be found by visiting <https://www.kscs.org.uk/reopening-info>

Expectations and standards:

Measures for managing students: corridors part 1





- A one way system is now in force
- Patrolled by Corridor Monitors (staff and LT)
- Release of students will need to be carefully sequenced in areas of high congestion

	Photo	Students travel...
Block 4 front entrance		Upstairs only
Block 4 MFL out of block		Downstairs only from MFL/Business
Block 3 MLF to Block 4 upper (MFL/Business Studies)		From block 3 to Block 4 via the bridge (one way "in" only)
Block 1 Main entrance		Science, Food Technology and English (upstairs) only

Expectations and standards:

Measures for managing students: Corridors part 2

- A one way system is now in force
- Patrolled by Corridor Monitors (staff and LT)
- Release of students will need to be carefully sequenced in areas of high congestion

	Photo	Students travel...
Block 1 English to Science		Downstairs only
Block 1 Science to English		Upstairs only
Block 3 Humanities to Maths		Block 3 Humanities to Maths Upstairs only
Block 3 Maths to Humanities		Downstairs only

Expectations and standards:

Measures for managing students: Corridors part 2





- A one way system is now in force
- Patrolled by Corridor Monitors (duty staff and LT)
- Release of students will need to be carefully sequenced in areas of high congestion

	Photo	Students travelling to...
Block 3 Humanities IN only (Assembly Entrance)		To Blocks 3, 4 and 5
Block 3 Humanities EXIT only (Mid entrance)		To Blocks 1, 4 and 5
Block 3 Science IN/OUT		To Blocks 1, 4 and 5

Expectations and standards:

Measures for managing students: Corridors part 3

- A one way system is now in force
- Patrolled by Corridor Monitors (staff and LT)
- Release of students will need to be carefully sequenced in areas of high congestion

	Photo	Students travel...
Block 1 computer rooms (1L25 and 1L26)		External door only entrance and exit
1L29 & 1L30 Computer Textile Room		Left hand entrance clearly signed
Art 1L37 (Miss Johnson only)		Right hand entrance clearly signed
Art 1L39 (Mrs Fowkes only)		Back of block 2 entrance
Art 1L40 (Mr Housley only)		Block 1 IEU entrance



4. Standards and expectations

1. Please go through the attached updated September 2020 'Home School Agreement' with your child/children before September.
2. Please be aware that any behaviour that contravenes the health and safety of themselves or others (such as refusing to maintain social distancing, refusing to stay in the allocated space or deliberately coughing over someone) could be deemed as a serious incident and a student could face severe consequences (e.g. a fixed term exclusion). Internal resources will be concentrating on supporting young people in re-adjusting to school life.

Previous snippets can be found by visiting <https://www.kscs.org.uk/reopening-info>

Home School Agreement

KSCS commitment

KSCS will:

- Provide an environment which has been risk assessed in response to the COVID-19 infection and the guidelines for September re-opening
- Adhere to the social distancing rules as set out by the government.
- Provide a broad and balanced curriculum for all students.
- Contact parents/carers immediately if your child displays symptoms of COVID-19.
- Provide a consistent approach to rewards and sanctions for students as set out in the Behaviour Policy as well as the expectations outlined in this agreement.
- Contact you if your child does not conform to behaviour expectations; if they are deemed as unsafe, they may be sent home. This will be seen as a serious breach of the school's behaviour policy and your child will only return with a clear agreement that they are safe to do so.
- Regularly communicate home through connect, emails, social media and the website.
- Update parents about relevant and recent Government legislation that applies to our school.
- Ensure the safety and welfare of our students.

Parent commitment

To support my child at KSCS, I understand that:

- If my child, or anyone in my household, shows symptoms of COVID-19, I will not send them to school.
- If my child shows symptoms of COVID-19 during the school day, I will collect my child from the school immediately.
- That my child must strictly adhere to their individual school timings and entry/exit instructions.
- I will reinforce with my child the need to adhere to the social distancing rules.
- My child will need to follow appropriate hygiene guidance whilst at school.
- My child will wear the correct full school uniform.
- I understand I will not be allowed into the school without a pre- arranged appointment.
- I will read all letters/messages/emails that are sent home.
- I will inform the school immediately of any changes to parents/carers and emergency contacts details.
- If my child is deemed unsafe, and does not display the expected behaviour he/she will be sent home and cannot return to school until they can be safe. This will be considered a serious breach of the school's behaviour policy.

Student commitment

As a student at KSCS I will:

- Adhere to the social distancing rules in class and in other areas during the day.
- Tell an adult if I feel unwell.
- Arrive on time, go straight to lesson without loitering.
- Only enter and exit the school building from the designated entrance and exit points.
- Follow the school's one-way system when moving around the school.
- Remain within my year group bubble at all times.
- Follow good respiratory hygiene: coughing and sneezing into elbow or tissue (catch it-bin it-kill it).
- Follow good hand hygiene – use soap and water for 20 seconds and when applicable hand sanitiser.
- Always behave well to maintain the safety of myself and others.
- Follow these expectations and know that if I don't, I will be sent home, as this is a serious breach of the school's behaviour policy and will not be able to come back into the school until I can be safe.
- Understand that these changes are about keeping everyone safe, including me.

Parents name

Parents signature

Students name

Students signature

Year and Form



5. End of day

There will be a staggered end to the day with

- Years 10, 11 and Post16 leaving at **3.15pm**
- and
- Years 7, 8 and 9 leaving at **3.20pm**. All year groups exit through their allocated entrance/exit areas.
- Year 11 and Post16 will be afforded time (named unit 6) to catch up on learning. This was very successful with students last year and we will be offering other provision as it comes on line.

Previous snippets can be found by visiting <https://www.kscs.org.uk/reopening-info>

- Track and trace
- Understanding our guidelines and supporting Informing your child and responsibly, including adhering to the schools' guidelines – we wish to remain open and these guidelines are about that being possible.
- Understand the revised guidelines in light of COVID 19

Track and trace

Please refer to snippet 4

<https://www.kscs.org.uk/reopening-info>

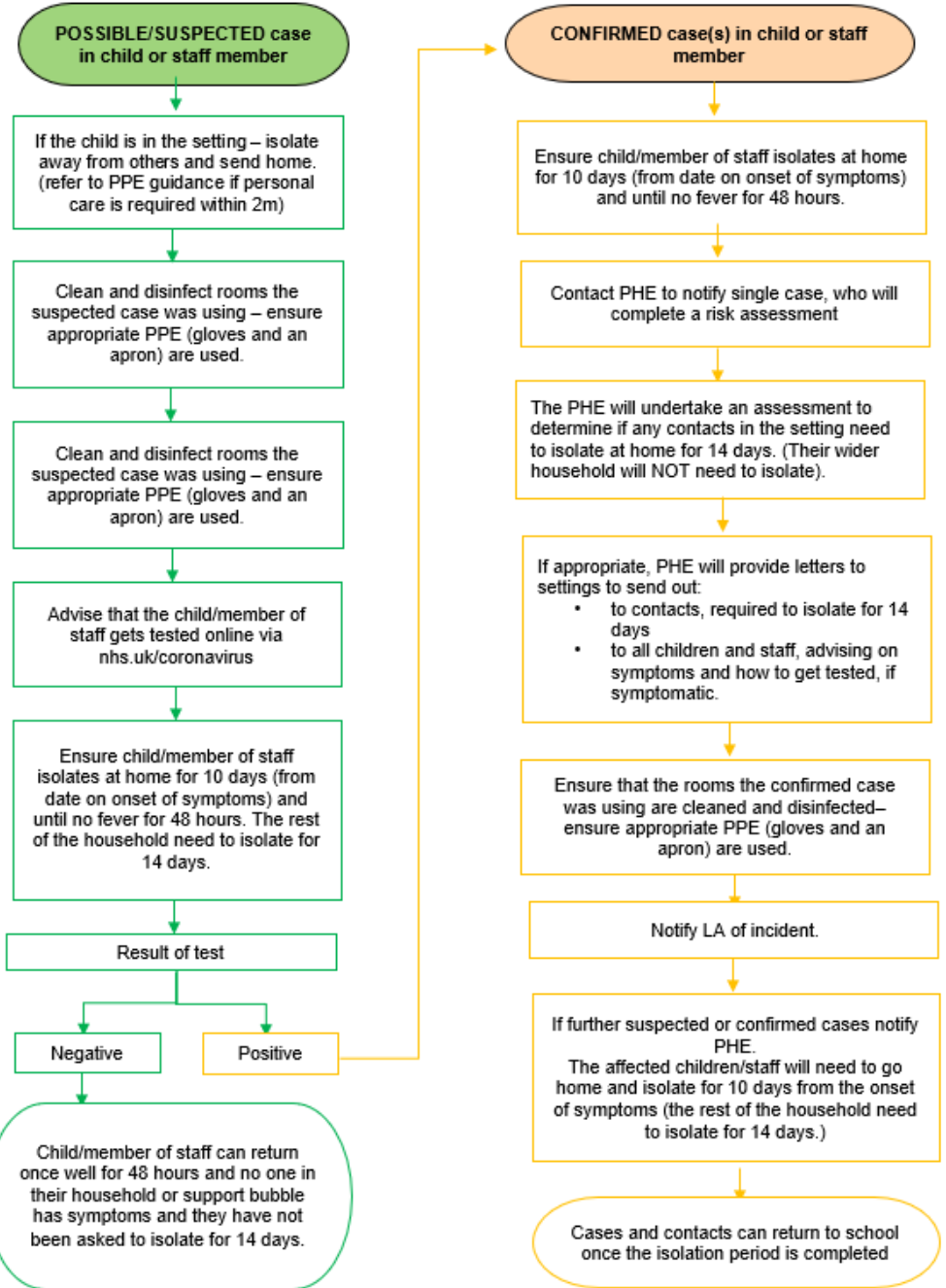
Booking a Test

We would encourage you to ask anyone showing symptoms of COVID-19 to book a test. Where possible, this should be carried out at a test site as test results are received much more quickly. Where this is not possible, a home test kit can be ordered. To book a test, visit <https://www.nhs.uk/ask-for-a-coronavirus-test> or phone 119.



Symptoms of coronavirus are:

- a high temperature
- a new cough where you keep on coughing. This means coughing a lot for more than an hour or three or more episodes of coughing in a day
- Losing or there being a change to your sense of smell or taste



Appointments/parents evening/open evenings and visitors

- In these unprecedented times, we have had to take the decision that all parents evenings and open evenings will take place virtually. If you attempt to arrive at the school without an appointment to see a member of staff, we will not be able to accommodate this and you will be asked to leave. Under the new guidance, visiting the school at a pre booked time, will require you to follow the visitor guidelines before arriving at the school. These can be found on our website.
- If you do have any questions/queries in relation to the school re-opening, then please contact your Student Support Officer or reception using the following email Reopening@kscs.org.uk clearly stating your child's/children's name(s) and year group.

And finally

- Links to all the resources and much more can be found by visiting our website using the following link:



<https://www.kscs.org.uk/reopening-info>



Reopening@kscs.org.uk

I wish to thank you for your support in advance of re-opening. It will present some challenges but let us work together in smoothing out any issues.

We look forward to welcoming your child back to school in September.

Bryan Erwin (Principal)