

Savio Salesian College

Coronavirus (COVID-19): reopening arrangements



### Arrangements for school reopening in September 2020

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Dear Parents and Carers

[www.saviosalesiancollege.com](http://www.saviosalesiancollege.com)

Following the government's announcement that schools will reopen on **1<sup>st</sup> September 2020**, I am writing to share with you the arrangements we have implemented to ensure the safety of all staff, pupils and visitors to the school. These arrangements have been put into place following a robust risk assessment process.

We are looking forward to seeing the pupils once again, but I would like to reassure you that the safety of our school community is our priority. We will continue to review the arrangements we have implemented at this stage and update you with any changes as and when we make them.

I can confirm that school will reopen to our new **pupils in Year 7** on **Tuesday 1<sup>st</sup> September 2020**. Please ensure your daughter or son is at the school for their first day at 8.30am. This is a staff training day but due to the importance of integrating our new pupils we have set this day aside as an induction day. **Years 8, 9, 10 and 11 will return on Wednesday 2<sup>nd</sup> September 2020** and the school day will start at 8.30am (as normal). To ensure the safety of all pupils and staff we have created two "bubbles," one in Key Stage 3 (Year 7, 8 and 9) and the other Key stage 4 (Year 10 and Year 11). This means that they will arrive in school and enter through different entrances – Year 7, 8 and 9 through the "School bus" gate and Years 10 and 11 through the main gate. Staff will be present to direct them. Both key stage groups will be kept apart at all times and will have separate dining facilities, classrooms and recreation areas. All pupils will leave school at the same time (2.45pm) and via their separate gates. The school buses will be segregated with one half for Key Stage 3 and the other for Key Stage 4.

Before reopening, we will carry out another risk assessment to identify the risks associated with coronavirus specific to our school and minimise those risks as far as we are able to. All staff and pupils will have access to testing if they develop symptoms of coronavirus, and rapid action will be taken should any test come back positive to ensure that the school continues to be a safe environment. The affected pupil or member of staff will be required to self-isolate at home for 14 days, as will any pupils and members of staff they have been in close contact with (e.g. the rest of the pupil's class).

We recognise that some of you may have some concerns about your child returning to school and that another change will be unsettling for some children. We also understand that the past weeks will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please – in the

first instance – contact Mrs Howe. If your child has an EHC plan please contact the school SENCO, Miss Corby, who will support you and your child with their return to school.

### **School staff**

We will be welcoming a number of new staff to the school in September. Mrs Moglione will be joining us as a teacher of English, Mr Leivesley as a teacher of Maths and Mrs Crompton as a teacher of Food. Staff who are leaving are Mr Clarke, Mr King, Mrs Wailes, Mrs Hind-Portley and Mr Hagan and I would like to thank them for all their hard work and contributions to school life and wish them well as they take up their new roles elsewhere.

Progress Leader for Year 6 and 7	Mr A Collins
Progress Leader for Year 8	Mr S Gettings
Progress Leader for Year 9	Mrs J Welsh
Progress Leader for Year 10	Mr G Lyons
Progress Leader for Year 11	Mr D Talbot (Mrs Butler – maternity leave)

### **Maintaining a safe school environment**

I would like to take this opportunity to remind you of the preventative measures the school has put in place in order to minimise the spread of infection.

As per the advice from the government, the following actions for infection control remain in place:

- Displaying coronavirus infection control measures information posters around the school
- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After breaks and sporting activities
  - Before food preparation
  - Before eating any food, including snacks
  - Before leaving school
- Installing alcohol-based hand sanitiser dispensers that contain at least 60 percent alcohol throughout the school
- Ensuring pupils and staff understand that they must cover their mouth and nose with a tissue before they cough or sneeze, then throw the tissue away
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual
- Calling NHS 111 if someone becomes unwell, isolating any unwell people in a separate room, and providing a separate bathroom, where possible
- Telling staff to stay at home for 14 days if they develop symptoms of coronavirus
- Dividing the school into separate bubbles and zones to minimise the risk of infection (as outlined above).

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

As per the current NHS and government advice, you should keep your child at home for a period of 14 days if they develop coronavirus symptoms. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after 7 days, or begin to worsen, you should call 111. If someone in your child's household has symptoms, your child must self-isolate for 14 days from the day the other person's symptoms started. This is because it can take 14 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

If you think your child may have been exposed to or has coronavirus, please contact the school on **0151 521 3088** at the earliest opportunity.

### **School uniform and Equipment**

Pupils **will** be required to wear full school uniform once they return to school. However, can I also ask that you follow government advice in relation to washing clothes that are worn frequently. If you have been unable to purchase any part of the uniform for whatever reason then please contact the school so that we can address the issue.

Pupils are expected to come into school fully equipped. Year 7 will be given the school bag on their first day, Year 8 and 9 already have the school bag and are expected to bring it with them into school. Other than the school bag no other bag is allowed in Years 7, 8 and 9. May I also remind you that no earrings, piercings or jewellery of any kind, other than a wrist watch, is to be worn in school. Mobile phones continue to be prohibited at any time during the school day and will be confiscated if seen.

### **Arrangements for the start and end of the school day**

The beginning and end of the school day are the busiest times for children and adults congregating together in one place, so maintaining safe distances within normal arrangements can be a challenge. We have implemented the measures above for when pupils return to school and ask that they maintain social distancing as much as possible and especially in relation to adults in the school. Each Key Stage will be directed to their own playgrounds to ensure that both do not mix together.

- We encourage pupils to walk or cycle to school if possible and avoid public transport where possible and at peak times.
- Key Stage 4 pupils will enter the school through the main entrance and leave through the same entrance. Key Stage 3 will enter the school through the "School bus" gate.
- A marked one-way system has been set up in the school corridors to minimise face-to-face contact between pupils and make it easier to follow social distancing guidance.
- Breakfast clubs will continue for vulnerable pupils, the children of key workers.

- After-school clubs will continue for vulnerable pupils and the children of key workers.

### **School transport**

Where possible we would ask that your child walks or cycles to school during the current pandemic however school buses will operate as previously and on the same routes with some changes since March. Unfortunately, as a school we have no control over the prices set by the bus companies that serve our pupils and the cost of getting into school each day has increased to £1.50 each way from 1<sup>st</sup> September. As part of our commitment in supporting the new Year 7, those who are to travel by bus will receive a free travel pass. For those in Years 8 to 11 whilst the school cannot afford free travel for all we can offer a termly pass that can be purchased through the school with either a one-off or weekly payment. It will work out as a cost of approximately 75p each way, half price. Please complete the return slip at the bottom of this letter and provide 2 passport sized photographs if you wish to take up this offer. We will trial this for one term and if it proves successful will continue with it.

The only other change is around a reduction in the 4pm after school bus that will not be running from September onwards.

If your child travels to school with an alternative company or via public transport, please ensure you visit the relevant company website to be informed of any changes to travel arrangements.

### **Arrangements for breaktimes and lunchtimes**

We recognise the importance for all pupils to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect of pupils settling back into school life, so we have made some adjustments to break and lunch times to ensure they can do so safely. Both Key stages will have separate Dining rooms, play areas and toilet facilities.

### **The school day**

To minimise the number of pupils and staff assembling for periods of time, we have made the following changes to the school day:

- Pupils moving around the school site will be minimized
- Each year group has been placed into a “zone” within the school and will spend most of their lessons in the same classroom
- Therefore, the teacher will move to the class and pupils will remain in place apart from when they have practical subjects
- The layout of some classrooms have changed to ensure the safety of all.

## **Transition arrangements**

This time of year is especially important for our new Year 7 pupils, who are moving to the next stage of their education. Even in normal circumstances, this can be a worrying time for children, and for some, the recent time away from school may have magnified their distress. To help all pupils prepare for this change and to make the move in to Year 7 successful, we have invited them in to school on Tuesday 1<sup>st</sup> September before the rest of the school arrives the following day. This will enable them to familiarise themselves with staff and the school buildings.

## **Free School Meals**

The Government has agreed to fund Free School Meals throughout the summer holiday period and vouchers will continued to be issued until the end of August. Those who are eligible will receive all of their summer holiday vouchers by the beginning of next week in the same way that you have received them since the start of the pandemic.

## **Support for pupils and families**

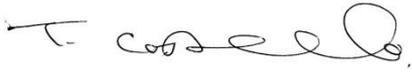
We do not underestimate how difficult the recent weeks have been for us all and we all will have been touched in some way by the coronavirus pandemic. We recognise the need to focus on pupils' emotional wellbeing as well as their return to learning. Aside from Form Tutors and Heads of Year we also have a number of other staff on site who can offer support for all pupils who may be feeling anxious or concerned about returning to school. If you would specifically like someone to speak to your child about this please contact Mrs Howe in school.

Parents may wish to seek support for themselves from the following support agencies:

- DfE Website – Supporting your children's education
- See Sefton Council website
- Samaritans – call free 24 hours a day on 116 123
- National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247
- Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged), or their free webchat is available at [https://england.shelter.org.uk/get\\_help/webchat](https://england.shelter.org.uk/get_help/webchat)

I hope that these arrangements provide you with the information you need to support your child's return to school. I would like to take the opportunity to thank you for supporting the school over recent weeks and supporting your child with their home learning.

Yours faithfully

A handwritten signature in black ink, appearing to read "T. Costello". The signature is fluid and cursive, with a distinct loop at the end.

Mr T Costello  
Headteacher

# Savio Salesian College Travel Pass Scheme for Years 8-11 Students

NAME OF STUDENT: \_\_\_\_\_

Registration Group: \_\_\_\_\_

I wish to join the travel pass scheme whereas Savio Salesian College will purchase a termly travel pass and I will pay £10 each week to the school office as set out below:

Week 1:	(1 <sup>st</sup> – 4 <sup>th</sup> September)	<b>£10</b>
Week 2:	(7 <sup>th</sup> – 11 <sup>th</sup> September)	<b>£10</b>
Week 3:	(14 <sup>th</sup> – 18 <sup>th</sup> September)	<b>£10</b>
Week 4:	(21 <sup>st</sup> – 25 <sup>th</sup> September)	<b>£10</b>
Week 5:	(28 <sup>th</sup> September – 2 <sup>nd</sup> October)	<b>£10</b>
Week 6:	(5 <sup>th</sup> – 9 <sup>th</sup> October)	<b>£10</b>
Week 7:	(12 <sup>th</sup> – 16 <sup>th</sup> October)	<b>£10</b>
Week 8:	(19 <sup>th</sup> – 23 <sup>rd</sup> October)	<b>£10</b>
Week 9:	(2 <sup>nd</sup> – 6 <sup>th</sup> November)	<b>£10</b>
Week 10:	(9 <sup>th</sup> – 13 <sup>th</sup> November)	<b>FREE</b>
Week 11:	(16 <sup>th</sup> – 20 <sup>th</sup> November)	<b>FREE</b>
Week 12:	(23 <sup>rd</sup> – 27 <sup>th</sup> November)	<b>FREE</b>
Week 13:	(30 <sup>th</sup> November – 4 <sup>th</sup> December)	<b>FREE</b>
Week 14:	(7 <sup>th</sup> December – 11 <sup>th</sup> December)	<b>FREE</b>
Week 15:	(14 <sup>th</sup> December – 18 <sup>th</sup> December)	<b>FREE</b>

I understand that if I default on payments as set out above the travel pass will be cancelled and the offer will no longer apply to you.

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_