



The Crossley Heath School

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16th June 2020

Dear Parent/Carer,

I am very pleased to confirm that we are able to go ahead with welcoming Y10 students into school next week, i.e. the week commencing 22nd June 2020.

Calderdale Council confirmed last week that they believe it safe to open schools more widely. For information, I include a copy of their letter at annex A. Following receipt of their letter, we proceeded to open to Y12 students this week. I am pleased to report that the Y12 week is going smoothly.

We are delighted to be able to invite our Y10 students into school for some 'face-to-face' contact with their subject teachers. The government guidance is clear that remote learning remains the predominant method of learning and thus most subjects will continue to set and monitor work in this way.

Initially, we are offering the following face to face learning opportunity for our Year 10 students:

- A morning of Maths and English during the week commencing 22nd June
- A morning of Science during the week commencing 29th June.
- There will also be a morning of support for some practical GCSE subjects: Engineering, DT and Music will take place on the Friday mornings of these two weeks.

Please make your son/daughter aware that during June and July, school will feel different to normal and it may feel less comfortable and far less flexible than usual. In order to comply with all government guidelines, we have had to draw up detailed risk assessment and put strict safety measures in place.

Mr Chesters will shortly be in communication with your son/daughter by email to provide details of the timetable for the week. He will also provide clear instructions for arrival, departure, personal hygiene and social distancing which are summarised below. I would be grateful if you would support us by impressing on your son/daughter the importance of adhering to the measures we have put in place.

Please note that attendance is not obligatory but we strongly advise all students to attend if possible. If your son/daughter intends to take up our invitation to come into school next week, and you have **not** yet confirmed this with us, please can I ask you to do so on our survey document here: <https://bit.ly/3eUxXNc> before 12.00 noon on Wednesday 17th June.

Travelling to School and Home Again

- Sessions will start promptly at 9.30am and finish at 1:00pm.
- **Students should arrive at school at 9.25am and enter the site via the Free School Lane gate.** The main gate/driveways are out of bounds to students and the moor gate will be locked. Students will proceed, under staff supervision, to their designated waiting area, details of which will be sent to them by Mr Chesters at the end of the week.

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- Pastoral staff will guide students into the building, supervise hand washing and then accompany them to their assigned classrooms.
- Students will be registered in classrooms. One of the Pastoral Team will visit to check for absentees and the usual school processes will be followed (please see 'Attendance' section below).
- Getting to and from school safely is the responsibility of each student and we need them all to take the safety rules very seriously.
- **Government advice is to avoid public transport if possible.** We will pass on names of students who have let us know they intend to use the C6 or CTS buses. The bus companies will then contact parents directly regarding their provision. They have confirmed that face coverings will be required, and 2m social distancing measures are in place. Whilst I cannot pre-suppose what services the bus companies will offer; I suggest it would be prudent to consider what alternative method of transport your son/daughter might use if necessary. If you are unsure, please contact the bus company directly.
- Whether walking, travelling by bus or by car students must always obey the social distancing (2m) rules.
- Once on site, students must stay for the morning and will not have permission to leave until approx. 1pm. This is to minimise contact with others and to keep everybody as safe as possible.
- At 1pm, each member of staff will supervise their group of students as they leave school. Students should leave the site promptly, without congregating in groups, and make their way home.

In the classroom

- Whilst many students will experience a morning or two in school, most of the curriculum will continue to be delivered remotely and it is vitally important that students continue to check for work, complete and submit the tasks as required.
- Due to the strict government guidance, students will remain in the same small group ('bubble') and seat all morning and social distancing will be maintained.
- The expectations for student behaviour are exactly as they would be on a "normal" school day. Our usual Behaviour for Learning procedures will apply to all students.
- Our Year 10 students are sensible and we know they will understand why a condition of being in school is that they follow all our instructions at all times. If a student fails to follow the rules, they will be putting their peers, teachers and families at greater risk and we will withdraw their invitation to attend sessions in school in order to protect others.
- Hand sanitiser and tissues are provided in every room and desks have been laid out in line with government regulations. We will ask students not to move furniture or swap places during the morning and to avoid touching anything other than their immediate surroundings and any resources provided on their desk.
- Students should come to school prepared with their own equipment. The sharing of equipment is prohibited. Students must not offer to share their equipment with others.
- Doors will be propped open to avoid cross contamination and we will ask students to maintain a safe distance as they move along corridors.
- Please encourage your son/daughter to complete any work set prior to their sessions and to make a list of any specific questions they would like answered. Sessions will be of far more benefit if students are prepared.

Breaks

- To minimise student groups mixing and reduce the risk of transmitting infection, breaks will take place mid-session (for 15 minutes) in the classroom.
- Students will be able to stand up and to stretch but movement will be restricted to the area of their desk because of the 2m distancing rules.
- Students will be able to visit the toilets, one at a time, during the session and will be trusted to be sensible if somebody from another group is about – they must keep their distance.

Food/drink

Students should bring water/soft drinks and a snack during break if they wish. We regret we are unable to provide refreshment facilities. Water will be available in school in the event of an emergency.

General measures to reduce the risk of transmission

It is vital that we all understand the importance of minimising risk if we are to work safely in school:

- Students **MUST** wear uniform. Their clothing should be freshly washed in order to minimise the risk of contamination. We appreciate that school blazers are not easy to wash and dry quickly, therefore they are not compulsory for the remainder of this term.
- We have increased our cleaning regime and will be following strict government guidance on cleaning and hygiene practices to ensure all areas accessed by students are thoroughly cleaned between sessions.
- Students and staff can wear masks if they choose to do so. We have ordered some masks and these are available to purchase in school for 50p. I must make clear that the school does not take any responsibility for the effectiveness of these masks in preventing the transmission of Covid-19.

Attendance

- If you have confirmed that your child will be attending school, we will be expecting them. **Please let us know if they are not coming in for any reason** e.g. illness, self-isolating etc. To do this please send an email to Mr O'Connor [n.oconnor@crossleyheath.org.uk] giving their name and the reason for absence. As always, this process operates to ensure your son/daughter is safe and your courtesy in advising us that your son/daughter will not be attending will save us a great deal of work and worry. **If your son/daughter has been in school and is showing symptoms of Covid-19, or if anyone in your household develops symptoms, please report this to us immediately.**

What happens if someone develops symptoms or a positive test who has been in school? (See also Annex B)

- **We will adhere strictly to the Public Health/DfE guidance.**
- Students who become unwell, displaying Covid-19 symptoms whilst in class will be isolated in a designated room and supervised by the first aider who will be wearing full PPE. The parent/carer that we hold on our system will be called to collect their child immediately. You will be asked to take your child for a Covid-19 test, and they will not be allowed to attend school again for 7 days or until the test returns negative.
- Parents of students in a class where somebody displays symptoms will be notified by email/letter advising that they have been in contact with a potential COVID-19 case and their child needs to isolate for 14 days. Household members of that child do not need to self-isolate unless the child shows symptoms. Please see attached flow chart annex C for further details.

Please see below the timetable for the weeks commencing 22nd June and 29th June. Attendance has been arranged by form groups on Mon-Thurs - for example, students in 10A and 10B are invited to attend on Monday 22nd.

Week commencing 22/06 Year 10 English and Maths (with some options on Friday)

Day	Monday 1	Tuesday 1	Wednesday 1	Thursday 1	Friday 1
Y10 9.30 – 11.15	10 A Maths AS, CG CM, 10 B English VJ AC RM	10C Maths AKC, CM, JF 10 D English RSM AC RM	10E Maths SDS, CG, AS, 10 F English ATW, VJ, RM	10G Maths AKC, SDS, JF Y10/12 pastoral support or intervention)	Whole morning sessions: Engineering DP (option Y group) (Hall)
Y10 11.30 – 1.00	10 B Maths AS, CG CM, 10 A English VJ AC, RM	10 D Maths AKC, CM, JF 10 C English RSM, AC, RM	10 F Maths (2) SDS, CG, AS 10E English ATW, VJ, RM	10G English ATW, RSM, VJ Y10/12 Pastoral support (intervention)	Design Technology NB (option Y group) (Girls Gym)

Week commencing 29/06 Year 10 Science (with some options on Friday)

Day	Monday 2	Tuesday 2	Wednesday 2	Thursday 2	Friday 2
Y10 9.30 – 1.00 with a break.	10 A Science CJ, ER, JG (one of each) 10 B Science PL, JS, JN* (one of each)	10 C Science SXC*, CEG, JS (one of each) 10 D Science RJ, ER, RJK (one of each)	10 E Science SXC, JN, RJX (one of each) 10F Science CJ, JG, JS*	10G Science PL, JN, RJK (one of each) Y10/12 Pastoral support (intervention)	Whole morning sessions : Engineering DP (option V group) (Hall) Music RN (option V group) (Girls Gym)

Mr. Chesters will send information about your son/daughter's allocated entrance door and allocated classroom for each morning session at the end of this week.

Students may not have their usual teachers. This is because some teachers are deemed more vulnerable to Covid-19 and are not permitted to lead sessions with students. In many cases, others have volunteered to deputise.

We look forward to welcoming back our Year 10 students next week and thank you all for your patience and support during this unprecedented time. Please may I ask that you think very carefully before contacting school as we have limited staff available to respond. For urgent queries contact us at [admin@crossleyheath.org.uk]. If your child or someone your household develops symptoms in the meantime, they should not attend school.

Yours sincerely



Lynnette Cassidy
Headteacher

Enc:

Letter from LA (Annex A)

Details of our specific process should a child show symptoms of Covid-19 (Annex B)

Flow Chart should a child show symptoms of Covid-19 (Annex C)