



Growing
Talent,
Promoting
Community

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Executive Headteacher: Mr P Cavanagh
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1st March 2021

Dear Parents and Carers of Years 7 to 11

Return to school

I am writing to you to set out the arrangements we have made to open to all students as of the week commencing the 8th March 2021. Before I set out these arrangements, I would like to take this opportunity to thank you for all the positive comments we have received as you have worked hard to support your children with their home learning over recent weeks. Due to the school closure, students have completed a significant amount of their studies this year through home learning. Although we are happy with our students' accomplishments during this period, we know that home learning has had unique challenges and that our students are likely to have some gaps in their knowledge and skills. We have continued to apply adjustments to our curriculum this year and we hope to close any gaps in learning through quality teaching, regular assessment, and sensible well-resourced homework. The information in this letter is a new update of the guidance letter sent on 24th February 2021, applying all recent government guidance sent to schools.

Return dates and times

The government requires all pupils to return to school in the week commencing the 8th March 2021. Therefore, all students will be expected to attend from the following dates:

- All Year 11 students from Tuesday 9th March 2021 - arrive at 8.45am and finish at 2.50 pm.
- All Year 10 students from Tuesday 9th March 2021 - arrive for 8.50 am and finish at 2.50 pm.
- All Year 7 students from Wednesday 10th March 2021 - arrive for 8.35 am and finish at 3.00 pm.
- All Year 8 students from Thursday 11th March 2021 - arrive for 8.35 am and finish at 2.55 pm.
- All Year 9 Students from Friday 12th March 2021 - arrive for 8.45 am and finish at 2.45 pm.

Please note that children of critical workers and vulnerable children may attend as usual until their year group returns.

The Asymptomatic testing of pupils will take place at least one day before pupils return to school. Further information and details for this will be sent out on Tuesday 2nd March 2021

A similar provision for students will apply as per pre-January lockdown, details below.

In the first instance, there will be no extracurricular activities and students will be expected to go home at the above times, however, this will be reviewed after Easter. If the adjusted school hours cause you any issue, please contact your child's Pastoral Year Leader and we will endeavour to support you as best we can. The contact information for pastoral year leaders can be found at the end of this letter.

The school will be open Monday to Friday, with staggered start, break, lunch and finishing times for different year groups. In the first instance, there will be no breakfast or break catering provision. Lunch will be available for students in school; students will have a half-hour lunch break with only their own year group bubble. This will be reviewed after Easter.

Year 7 Lunch will be 11.00 to 11.30; Year 8 Lunch 11.30 to 12.00; Year 9 Lunch 12.00 to 12.30; Year 10 Lunch 12.30 to 13.00 and Year 11 lunch 13.20 to 13.50.



We will still be offering a wide range of food options at lunch; although the menus will be slightly reduced, to help the school maintain social distancing where possible. Students will also have a 15-minute break in the morning but students will have to bring their own drinks and snacks for break if needed. There will be no access to water fountains in the first instance, therefore, students will have to bring their own filled up bottle if needed.

The government requires all pupils to return to school in March 2021 and for all schools to:

1. Ensure students clean hands thoroughly and more often than usual.
2. Ensure good respiratory hygiene by promoting the “catch it, kill it, bin it” approach.
3. Maintain enhanced cleaning arrangements using standard products such as detergents.
4. Maintain measures to minimise contact between individuals and groups of people and to maintain distancing, where possible.
5. Keep the site well ventilated.
6. In addition, schools must engage with NHS test and trace and local Public Health England to ensure any cases of COVID-19 are managed properly, using expert support and guidance and contain any outbreak by following local health protection team advice.
7. Engage in asymptomatic testing where possible.
8. Ensure individuals wear PPE where necessary.
9. Ensure face coverings are used in recommended circumstances.

Students, staff and other adults must not come into the school if:

- they have one or more coronavirus (COVID-19) symptoms.
- a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms.
- they are required to quarantine having recently visited countries outside the Common Travel Area.
- they have had a positive test.

If your child becomes in any way unwell during the day, including if we suspect a coronavirus case, your child will be placed in a separate room and we will contact you to arrange for your child to return home.

They must immediately cease to attend and not attend for at least 10 days from the day after:

- the start of their symptoms.
- the test date if they did not have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test) .

Changes

We will carry on with our timetable so that pupils have extended blocks of time each day where they are in one classroom and year groups will be separated into specific zones where possible. During this time, the length of lessons will vary to accommodate staggered breaks, staggered lunchtimes and movement. We remain committed to maintaining our broad curriculum where pupils continue to study all of their subjects. This plan allows us to offer almost everything we would normally offer in terms of teaching and curriculum time and is the safest way of ensuring that pupils from different year groups do not come into extended contact with each other during the school day. Staff are able to see more than one group of pupils in a day but will try to maintain up to 2m distance from pupils and other adults throughout the school day where possible.

Pupils will be required to wear their normal uniform. However, students who have Physical Education lessons in the very first period of the day may arrive in their PE kit (and change back into uniform after their lesson) and students with PE as their very last lesson may walk home in their PE kit. At any other time, children will change as usual before and after their lesson.

Risk Assessment

Primarily, it is understood that the safety of your child and of our staff is our main priority, allowing us to open as safely as possible, focusing on measures that will help limit the risk of coronavirus transmitting within our setting.

These include:

- Students will not be able to swap between classes and will be in a consistent classroom where possible.
- Students will have designated break times and lunches away from other year groups.
- All students will need to bring in their own writing equipment, which includes a pencil case with black, red and green pens, ruler, pencil, eraser and highlighter. The school will allocate all other equipment, paper and books.
- Bags will be essential, as lockers may be unavailable.
- Within classrooms, all children will face forward where possible.
- Access to the toilets will be carefully managed to limit the number of children at any one time.

Procedures for attending school as we open:

- All students will line up in the main playground at the front of the school as directed by staff.
- We are asking that Years 8 and 11 enter the school via the entrance directly on Bricknell Avenue (not the shared entrance with Wyke) and Years 7, 9 and 10 enter via the main entrance next to the school car park.
- The main reception will now only be used for staff from the school.
- Moving around school - we will do our best to limit the movement around school with other year groups.
- Contacting staff - it may not be possible to meet with school staff in person, however the school phone line will always be manned and you have the year group emails that you have been using during home learning. We will be responsive to telephone calls and emails and get straight back to you.
- Transport to school - all students will be encouraged to make their own way to school by walking or on bike (or parental car). Further advice on anybody who needs to take public transport is provided below
<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#public-transport>

I hope that this letter has given you the information you need to understand what arrangements we have made to enable children to return to us from the week commencing Monday 8th March 2021. We are looking forward to welcoming your child back and I hope that you are assured that we have taken all possible steps to ensure safety for all in our setting. If you have any questions or suggestions, please use the following contacts.

School Reception: 01482 342229 / Email: info@kelvinhall.net

- Year 7 01482 496735 Miss Lowthorpe
- Year 8 01482 496733 Miss Haldenby
- Year 9 01482 496736 Mrs Sullivan
- Year 10 01482 496734 Mrs Ford-Bentham
- Year 11 01482 496737 Mrs Clay
- Attendance 01482 496729/496700
- Student reception 01482 496746/496747

I have added some additional guidance below which is a summary document of advice sent to schools on the 22nd February 2021 and we will continue to follow this guidance.

As ever, we are enormously grateful for your support and we are looking forward to welcoming pupils back. We continue to work hard to make our school as safe as we can.

Yours sincerely,



Mr P. Cavanagh
Executive Headteacher

'Summary Notes; Attendance, Face coverings and Asymptomatic testing at Kelvin Hall School'

Attendance Kelvin Hall School

School attendance is mandatory for all pupils from 8th March 2021 including pupils in alternative provision.

The usual rules on school attendance apply, including:

1. Parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age).
2. The ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.

Attendance for shielding pupils at Kelvin Hall School

The advice for pupils who have been confirmed as clinically extremely vulnerable are to shield and stay at home as much as possible until further notice. They are advised not to attend school while shielding advice applies nationally as per individual shielding letters.

Face Coverings Kelvin Hall School - National Guidance

- Where pupils in year 7 and above are educated, it is recommended that face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained. Face coverings do not need to be worn by pupils when outdoors.
- In addition, it is now also recommended in those schools, that face coverings should be worn in classrooms or during activities unless social distancing can be maintained. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons.
- Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expression to communicate, can also be worn. There is currently very limited evidence regarding the effectiveness or safety of transparent face coverings, but they may be effective in reducing the spread of coronavirus (COVID-19).
- Those who rely on visual signals for communication, or communicate with or provide support to such individuals, are currently exempt from any requirement to wear face coverings in schools or in public places.

Exemptions

Some individuals are exempt from wearing face coverings and we will continue to support this. This applies to those who:

1. Cannot put on, wear or remove a face covering because of a physical impairment or disability, illness or mental health difficulties.
2. Speak to or provide help to someone who relies on lip reading, clear sound or facial expression to communicate.

NB No pupil will be denied access to education provision at Kelvin Hall School on the grounds that they are not wearing a face covering.

[Govt Guidance face coverings](#)

The same exemptions will apply in education and childcare settings and you should be sensitive to those needs, noting that some people are less able to wear face coverings and that the reasons for this may not be visible to others.

These additional precautionary measures for a limited time during this period of high coronavirus (COVID-19) prevalence in the community. These measures will be in place until Easter. As with all measures, we will keep it under review and update guidance at that point.

Asymptomatic testing at Kelvin Hall School

Secondary schools should offer pupils testing from Friday 5th March 2021. Testing and return of pupils can be phased during the first week to manage the number of pupils passing through the test site at any one time. You should offer 3 tests which are 3 to 5 days apart.

You have the flexibility to consider how best to deliver testing on a phased basis from 5th March, depending on your circumstances and local arrangements, but you should prioritise vulnerable children and children of critical workers, and year groups 10 to 11.

Pupils should return to face-to-face education following their first negative test result. **Pupils not undergoing testing should attend school in line with your phased return arrangements.** Schools will have discretion on how to test students over that week as they return to the classroom.

Testing is voluntary. If consent is provided, pupils will be asked to self-swab at the on-site ATS and after 30 minutes they should be informed of their results.

Individuals with a positive LFD test result will need to self-isolate in line with the guidance for households with possible coronavirus infection. Those with a negative LFD test result can continue to attend school unless they have individually been advised otherwise by NHS Test and Trace or Public Health professionals (for example as a close contact). They should continue to apply the measures in the system of controls to themselves and the wider school setting.

Future testings

Both pupils and staff in secondary schools who have consented will be supplied with LFD test kits to self-swab and test themselves twice a week at home. Staff and pupils must report their result to NHS Test and Trace as soon as the test is completed either online or by telephone as per the instructions in the home test kit. Staff and pupils should also share their result, whether void, positive or negative, with their school to help with contact tracing.

Schools should retain a small on-site ATS on site so they can offer testing to pupils who are unable or unwilling to test themselves at home. We will provide further information about funding available to support this.