

How we ensure safety at the start and end of the school day?

- Every day there will only be a maximum of 50 pupils arriving at the start of the day and leaving at the scheduled end.
- All pupils must enter school at the Mill Hill entrance. There will be no access to pupils from the Ackworth Road entrance.
- Every day there will be four groups of students. All groups will enter through pre-defined 'Entry Gates'. Group 1 will enter and leave the site through Gate 1, group 2 will enter and leave the site through Gate 2 and groups 3 and 4 will enter and leave the site through Gate 3. The gates will be clearly marked on the railings at the front of school. This will ensure that there is not a large number of pupils in any given area.
- Pupils should arrive at school no earlier than 8:50am.
- When pupils arrive, they should enter the site through their allocated entry point. A member of the Senior Leadership Team will meet them and help them to remain socially distant whilst moving to their registration area.
- Pupils arriving by car should be dropped off at their entry point: Outside the front of school as near as practically possible to their allocated gate.
- All designated registration areas will have floor markings to assist in ensuring pupils adhere to social distancing. Pupils should follow these markings at all times.
- Once told to do so, pupils should make their way to their designated classroom, following the markings on the floor outside their assigned teaching block so that they remain socially distant at all times. Teaching staff will be in the classrooms awaiting their arrival.
- Upon entering their assigned teaching block, there will be a hand sanitiser station and all pupils will be required to sanitise their hands prior to entering their classroom.
- Pupils will be dismissed at the end of the day from their classroom at 2:50pm. This will be staggered to allow social distancing to be adhered to and to prevent larger gathering of pupils. Again, all pupils will leave through their allocated entry/exit point (Gates 1, 2 and 3).
- Parents/carers wishing to collect their child by car may do so at the appropriate exit point.
- Pupils who walk to and from school are asked to be mindful of social distancing guidance when moving through the local community. Pupils who do not adhere to the government guidance will be asked not to attend and continue with home learning.



How we are ensuring classrooms are safe learning environments?

- Pupils will be in groups of no more than 15 to ensure social distancing is maintained inside the classroom.
- Pupils will stay in the same classroom to minimise movement. Within that classroom, each pupil will have their own desk, their own equipment and their own exercise books to ensure that they do not need to move or borrow equipment. Equipment and books should be left on the pupil's desk at the end of the day and not taken home.
- Teachers will remain behind a line marking, which will be a two metre distance from pupils at the front of the classroom.
- Hand sanitiser is available in each classroom and the classroom will be cleaned prior to learning taking place and at the end of each day.



How we are ensuring good hygiene?

- A deep clean of each classroom will take place prior to pupils entering.
- In addition, classrooms will be cleaned during lunch time when pupils are in a different designated area.
- All doors will be propped open with a door wedge to prevent pupils having to touch handles to open and close doors.
- There are hand sanitiser stations upon entry to each teaching block. All pupils and staff will sanitise their hands prior to entering the classroom.
- The keyboard and mouse will be cleaned prior to each different lesson starting.

What medical welfare and first aid arrangements are in place?

- Pupils who are required to take medication will be asked to attend the medical room by themselves at the appropriate time. They will be supervised by a Student Liaison Officer.
- Pupils should not attend the medical room for any other reason.
- In cases of emergency or where pupils are feeling unwell, they will be escorted to the medical room by a Student Liaison Officer who is a first aid trained and they will carry out an initial assessment using full PPE (Personal Protective Equipment).
- Pupils who display any symptoms of COVID-19 will be sent home following collection by parents/carers and asked to self-isolate for 14 days.

What are the school's corridor expectations?

- A Student Liaison Officer will be available on the corridors of the teaching blocks being used at all times during the day to facilitate the safe movement of pupils and to support teaching staff where necessary.
- All pupils should follow social distancing guidelines by using the markings on the floor that are spaced every two metres. These markings are present throughout the teaching blocks being used for lessons and outside the teaching blocks and should be adhered to at all times.



What are the arrangements for break and lunch times?

- Only pupils who are being taught in the same group will have break and lunch together. This will be a maximum of 15 pupils.
- At break, pupils will remain in their classroom. This will reduce pupil movement and mixing with others. If pupils require a snack or drink at break they must bring their own.
- At lunch, pupils will eat outside in a designated outdoor area unless the weather is poor. Pupils are required to bring a packed lunch or will be provided with a grab bag. There will additional seating in each outdoor area and chairs will be placed two metres apart. Pupils will be assigned an outdoor chair to sit on, this will ensure they are socially distanced at all times. If the weather is poor, pupils will eat in a different designated indoor space. This will allow the classroom to still be cleaned over lunch.
- Pupils will be able to go to the toilet and wash their hands at break and lunch. There will be supervision and only one person from each group will be allowed to go to the toilet at once.
- Pupils will remain seated during break and lunch time, only standing up when they are requested to do so.
- After lunch, pupils will have their afternoon register taken and then return to their classroom. Pupils will line up outside the designated teaching block following the markings on the floor, they will then enter the building and use the hand sanitiser station to sanitise their hands prior to entering the classroom.



What toilets and hand washing facilities are available?

- All pupils will be allowed to go to the toilet.
- Pupils should only use the toilets on their corridor, and only one pupil per group will be allowed to go to the toilet at any given time.
- Designated hand washing stations will be available on each entry point to the teaching blocks being used.



Timetable and Learning Opportunities

- Pupils will stay in the same classroom for all lessons and only leave at lunch time. This will minimise pupil movement around the building and enable social distancing. Pupils will also be in class groups of no more than 15.
- Pupils will be allocated to one of 16 groups (Monday A1-4), (Tuesday B1-4), (Wednesday C1-C4) and Thursday (D1-D4) and will be required to attend one day per week - Monday to Thursday for their lessons (see timetable below).
- On their allocated day they will study three subjects with a subject specialist. These will be the core subjects they will be studying in Year 11 (English, Maths and Science). Each lesson will be 1hr 40 minutes. These lessons are an opportunity to review learning that has taken place at home, access important key knowledge, introduce new subject content and offer support for the work that pupils will be doing whilst not in school.
- When pupils are not in school, they will continue with their home learning which is set on Show My Homework every Sunday for the following week.
- The school day will start at 8.50am for registration and end at 2.50pm.

The timetable will run as shown below:

Day	Monday (Group A)				Tuesday (Group B)				Wednesday (Group C)				Thursday (Group D)			
Group	A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4	D1	D2	D3	D4
Arrival/Reg	Gate 1	Gate 2	Gate 3	Gate 3	Gate 1	Gate 2	Gate 3	Gate 3	Gate 1	Gate 2	Gate 3	Gate 3	Gate 1	Gate 2	Gate 3	Gate 3
Staff	SLT (SLO)	SLT	SLT (SLO)	SLT (SLO)	SLT (SLO)	SLT	SLT (SLO)	SLT (SLO)	SLT (SLO)	SLT	SLT (SLO)	SLT (SLO)	SLT (SLO)	SLT	SLT (SLO)	SLT (SLO)
Entry	Music Gate	Music Gate	Art Gate	Art Gate	Music Gate	Music Gate	Art Gate	Art Gate	Music Gate	Music Gate	Art Gate	Art Gate	Music Gate	Music Gate	Art Gate	Art Gate
Classroom	A1	A2	A6	A7	A1	A2	A6	A7	A1	A2	A6	A7	A1	A2	A6	A7
SLO	SLO 1	SLO 1	SLO 2	SLO 2	SLO 3	SLO 3	SLO 4	SLO 4	SLO 1	SLO 1	SLO 2	SLO 2	SLO 3	SLO 3	SLO 4	SLO 4
Lesson 1 (9.05 – 10.45)	English	Maths	Science	English	English	Maths	Science	English	English	Maths	Science	English	English	Maths	Science	English
Break (10.45 – 11.00)	A1	A2	A6	A7	A1	A2	A6	A7	A1	A2	A6	A7	A1	A2	A6	A7
Lesson 2 11.00 – 12.40	Maths	Science	English	Maths	Maths	Science	English	Maths	Maths	Science	English	Maths	Maths	Science	English	Maths
Lunch (12.40 – 1.10)	DT Quad	DT Quad	Outside DH	Outside DH	DT Quad	DT Quad	Outside DH	Outside DH	DT Quad	DT Quad	Outside DH	Outside DH	DT Quad	DT Quad	Outside DH	Outside DH
Lesson 3 (1.10 – 2.50)	Science	English	Maths	Science	Science	English	Maths	Science	Science	English	Maths	Science	Science	English	Maths	Science

Behaviour for Learning Policy

- There will be an adjustment to the schools Behaviour for Learning policy over this period of time. The consequence system will remain in place for each lesson. There will be no detentions set at a 'C3'. If a pupil receives a red card, their 'face to face' sessions for the day will be withdrawn and they will be sent home. If a pupil regularly receives C3s, or more than one red card, their 'face to face' sessions will be withdrawn.
- Registration is 8.50am-9.00am. At 9.00am the gates to school will be locked. If a pupil is late to school and the gates are locked they will not be able to access the school and will need to go home.
- All pupils will be required to wear full school uniform as outlined in the schools uniform guidance. This includes pupils adhering to the schools uniform guidance regarding make up, hair styles and false nails. There will be no option for pupils to borrow uniform.