

Parent/Guardian General Information

Pupils returning to school

September 2020



This information is intended to provide parents/guardians with further details of the arrangements put in place at DCPS for the start of the new school year.

All our planning has been based on the current Government Guidelines and is organised into sections for ease of reference. The senior leadership team will be closely monitoring and adapting procedures, if necessary, to maintain the safety and wellbeing of all members of the community.

1. Aim
2. Prevention
3. Social Distancing
4. Response
5. Remote Learning

Our aim is for everyone in our community to flourish. A life in all its fullness.

Therefore, we commit to:

- Providing a safe environment in which to live and learn.
- Providing continuity of access to teachers and coaches who are experts in their field.
- Helping pupils engage positively with one another, investing in their spiritual, moral and emotional lives.
- Giving pupils access to physical activity that will help them stay well.

Prevention

1. **Preventing individuals with symptoms, or from a household with symptoms, from attending school.**
 - o All pupils will be required to have a **daily symptom check** before the start of the school day. This will take place in houses for boarding pupils and at home for all day pupils. Any pupil displaying symptoms will not be allowed into school until they have been tested and given the all clear.
 - o Day pupils with symptoms must stay at home and contact **NHS Track and Trace**.
 - o Boarding pupils will remain in their **isolation room** organised through Houses and the school Health Centre.
 - o All staff are required to follow the same protocol as the pupils.
2. **Clean hands more often.**
 - o In addition to our normal facilities, temporary **outside hand washing facilities** have been provided in key areas.
 - o Clear guidelines will be published and regular reminders given. These will focus on meal times, movement around school and use of toilet facilities.
 - o There will be **hand gel in every classroom** and at entrances to shared spaces.
3. **Catch it, bin it, kill it.**
 - o There will be **boxes of tissues** in every classroom and House.

- o Bins are lined and will be emptied twice a day

4. Enhanced cleaning.

- o Classrooms, in addition to the daily clean through, **sanitiser spray, cloths and gloves** will enable a wipe down of desks at regular intervals in the day.
- o Touch surfaces, e.g. door handles and toilets, will be **cleaned on a constant cycle** - 2 or 3 times in the morning and two or three times in the afternoon.
- o There will be check sheets to confirm that cleaning has taken place and to provide reassurance.

Minimising contact and maintaining social distancing

In line with the guidance from the Government, pupils will be placed in group bubbles, with additional controls within those groups. The aim is to limit the number of pupils who are coming into close contact with each other so that we can minimise disruption that would result from a positive test. It will also enable boarding houses to remain in their current structures, since they will be considered the equivalent of a household.

Our bubbles will be:

- Year 3 and Year 4
- Year 5 and Year 6
- Year 7
- Year 8

Day houses

Day pupils will have one House Assembly a week when their bubble will be based in their day house. When there is more than one year group bubble in the day house, the bubbles will be kept separated by at least 2m.

Boarding houses

Boarding pupils will be counted as one household and will also be allowed to join their year group bubble in school. Whilst in the boarding house pupils will be kept in year group dormitories and encouraged to social distance. Each boarding house will count as one bubble, so pupils from different houses (unless in the same year) should not mix and should be kept separate from each other in the dining room and other shared areas.

Lessons

- o The rooms will be arranged so that all pupils face the front.
- o Seating plans will be deployed that maintain the group bubbles.
- o Some subjects, such as Maths and Latin may be taught in sets.
- o Teachers will move to the respective groups' classroom area to teach their class.
- o Specialist subjects e.g. DT, Art, Science practicals will be taught in specialist classrooms when necessary.
- o Pupils and staff will not share equipment such as pencils and pens. Items such as books and games can be shared but will be cleaned regularly. Pupils and teachers may take school books home.
- o Pupils should not bring unnecessary items into school.

Access to the school site

- o No parents or visitors should access the school site unless they have arranged a prior meeting with a member of staff.
- o There will be limited access to the school site for registered contractors/visitors.

Movement around school

- o Providing year group classrooms will assist in minimising movement around the site.
- o All pupils and staff will follow the systems that are put in place and stick to the one way systems.
- o Bubbles will also have set play areas that will be close to their classrooms to minimise possible contact between bubbles.

Dining Room and catering

- o Pupils will have pre-packaged snacks at break and buns time.
- o Pupils will eat in two sittings in the dining room and the room will be divided into sections with space for one group in each.
- o The dining room will be cleaned between sittings.

Transport to and from school

- o Lift sharing between families should be avoided, wherever possible.
- o As many pupils as possible should walk or cycle to and from school, additional safe storage for bicycles will be provided.
- o Further details on drop-off and pick-up routines to be sent separately.

Large gatherings

- o During the school week, group bubbles will have one House time, one Headmaster's Assembly, a Hall Service and an Assembly. When there is more than one year group bubble in a shared area, such as the Centenary Hall, these year groups will be kept separated by at least 2m.
- o We will not be able to sing in hall services for the time being.

Face coverings

- o Current Government advice with regards to PPE and face masks is that 'they do not (based on current evidence) recommend the use of face coverings in schools. This evidence will be kept under review.'
- o However, if a member of the community chooses to wear a face mask then, at the moment, we would not stop them doing so.

Uniform

- o Uniform will be smart games kit until at least Exeat (this may be games shorts, tracksuit bottoms and either the white aertex or rugby shirt)

Michaelmas Term Exeats and Half Term

- o During this term, all boarding pupils will be able to stay in school over the Exeat weekends and Half Term break, if they need to.

Response

- o If a boarding pupil shows symptoms, they will move to the isolation room in the house where they will be looked after by the Health Centre team and Resident Pastoral Assistants. If they test positive and are unable to return home, they will be cared for in school until they are allowed to return to normal routines.
- o Government advice also advises schools that some boarding pupils 'will benefit from self-isolating in the family home.' Therefore parents may take unwell children home, if requested.
- o If a day pupil shows symptoms during the school day, they will report to the isolation room in the Health Centre, parents will be asked to come and collect their child and return home.

- o No child who is sent home with Covid-19 symptoms will be allowed back into school until they have a confirmed negative test result.
- o The government has advised schools that as soon as we are aware of a confirmed case in the school we must contact the local health protection team.
- o The local health protection team will also contact the school directly if they become aware that someone who has tested positive for coronavirus has attended the school.
- o The local health protection team will work with the school to guide us through the actions we need to take and will provide definitive advice on who must be sent home.

Remote learning

If a pupil is unable to attend school as a result of the pandemic, the school will provide the following:

- o meaningful and ambitious work each day in all timetabled subjects, whenever possible.
- o a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be taught and practised in each subject.
- o frequent, clear explanations of new content, delivered by a teacher in the school or through high quality curriculum resources and/or videos.
- o regular assessment of work and feedback to monitor understanding and adjust delivery. All pupils will receive the same level of marking and reporting as the pupils in school.
- o at least one video call a week with the pupil's tutor. This could be 1:1 or set up to enable them to take part in normal tutor time with the rest of their tutor group.
- o the opportunity for pupils to communicate with all of their teachers via Google Meet, email or phone should they have any concerns.

Documents/information the school has used in their planning

All our planning has been and will always be based on the Government advice we are given. These documents are listed below:

[Guidance for full opening: schools](#)

[Coronavirus \(COVID-19\): implementing protective measures in education and childcare settings](#)

[Coronavirus \(COVID-19\) Collection: guidance for schools and other educational settings](#)

[Actions for schools during the coronavirus outbreak](#)

[Coronavirus \(COVID-19\): implementing social distancing in education and childcare settings](#)

[COVID-19: cleaning in non-healthcare settings](#)

[Coronavirus: Travel guidance for educational settings](#)

[Health and safety guidance on educational visits](#)

[Guidance on phased return of sport and recreation](#)

[Sport England](#)

[Association of Physical Education](#)

[Youth Sport Trust](#)

[Health and Safety Guidance on working safely](#)