



Information for Staff, Governors, Parents, Carers and Students for the full re-opening of Lacon Childe School in March 2021

Context

On the 22nd of February, the Government and Department for Education outlined their plans for the complete re-opening of all schools for all children in March 2021.

As a Leadership Team, we have discussed the guidance and attempted to provide a solution which allows for this to happen at Lacon Childe School. I can assure you that it has not been easy as we have had to make very bespoke arrangements due to our location, transport, building space and from what we know of our students. We have also had to prepare the site for administering Lateral Flow Device Testing.

This information document covers everything you need to know about a return to school starting on the 8th March:

- **March start dates**
- **Testing**
- **Face Coverings**
- **Uniform**
- **Designated Social Areas (DSA)**
- **Access to the school site**

The following contains initial information we wish to share with everyone at or involved in our children's education at this school. These guidelines will not be replicated in full anywhere else in the country - they are specific to our circumstances. At all times, our priority must be keeping our children and staff safe, well and happy.

March start dates

We will have a phased return to school for students due to the demands that have been imposed on us from the DfE to test all our children, at least those for whom we have received consent.

Year 11 will return on Monday 8th March (p1-4 only)

Year 10 will return on Tuesday 9th March

Year 7 will return on Wednesday 10th March

Year 8 and Year 9 will return on Thursday 11th March

The students must arrive at school and enter through the top car park/sports centre gates where they will be directed to their new Designated Social Areas (DSAS).

From there, students who are being tested must go to the School Hall and those not being tested will be collected by their form tutors from their DSA.

Testing (DfE Guidance is attached)

We have already been testing students in school during the current lockdown. We have set up a 3-bay testing area in the café area of the Sports Centre. This will allow us to get through all the testing required in a little over 2 weeks, after which home testing kits will be supplied to all students. Our staff have access to these for the start of school on Monday. We will provide more information about self-testing at home after the first round of in school testing is complete.

I have already outlined the testing dates for all year groups and these will be adhered to.

Testing itself is quite straightforward. The following guidance must be followed by all students:

1. On arrival at school go to the School Hall and sit where you are told to.
2. You will need your mobile phone to register for a test. Do not worry if you do not have a mobile device, we can register you instead.
3. Please let a member of staff know if you do not have a mobile phone.
4. You will be given a registration card with instructions.
5. Scan the QR code into your phone and follow the onscreen directions.
6. You will also receive 2 barcodes: these are for the administration of the test so please do not lose them.
7. Once registration is complete you will be escorted to the test area.
8. The testing operative will explain the process for you to follow.
9. Once the test is complete, you must return to your original seat in the hall.
10. The results are known in 30 minutes.
11. Once we have a negative test result confirmed you will be sent into normal lessons.
12. Should you have a positive test, you will be put into isolation and parents/carers will collect you from school within 30 minutes to keep our site virus free.

The Lateral Flow Tests that we are administering will indicate whether the individual being tested has Covid-19 and does not know it as they are asymptomatic. They will identify those who could potentially pass on the virus but have no symptoms or do not feel ill. We will conduct 3 tests on each child with 3-5 days between tests before we move to at home testing. Because it is not a compulsory test, and not all students are being tested, school cannot guarantee that all children are virus free.

Face coverings (DfE Guidance is attached)

I have attached to this letter the guidance we have received from the DfE with regards to face coverings in school. The recommendation is that face coverings should be always worn inside of the school buildings where 2m safe distancing cannot be observed. For any queries to this, please refer to the attachment or speak to someone in school.

Uniform

We are expecting all students to be in correct school uniform from day 1. Guidance on school uniform regulations can be found on the school website:

<http://lacon-childe.org.uk/general-office/uniform>

When students have a PE lesson, they must come to school in full PE kit. Black tracksuit bottoms and black school PE hoodies can be worn if the weather is cold. They will not need to change. Bags and coats will be stored safely in the changing rooms during PE lessons. As the weather improves, we will return to normal school uniform without black hoodies being worn.

We have the highest expectations in terms of our uniform standards which we will always maintain. This also goes for extreme haircuts. Hair salons/barbers etc are not due to open until 12th April; when they do please, do not let your children have a haircut/colouring which breaks school rules. Students have missed enough time at school without the added conflict of having an unsuitable haircut. If cutting/colouring hair at home, be careful.

Designated Social Areas

We will continue to maintain some aspect of social distancing by keeping Designated Social Areas in place for the return to school. We have, however, changed these areas for the fresh start:

- Year 11 :** will have the area closest to school, first part of the playground and between the maths/English block and Science (formerly Year 7 DSA)
- Year 10:** will move to the compound. (formerly Year 11 DSA)
- Year 9:** will move to the far tennis court area (formerly Year 10 DSA)
- Year 8:** will move to the playground in front of the sports hall back wall (formerly Year 9 DSA)
- Year 7:** will move to the near tennis courts (formerly Year 8 DSA)

All students, on arrival at school, must go immediately to these areas and not mix year groups. They must not enter school unless asked to do so. They will be collected by their form tutor each morning. At break and lunchtime, all students go immediately to their DSA. They will then be called to use the canteen facilities.

Due to testing arrangements, we cannot serve break tuck in the Sports Centre so everyone will use the canteen.

The order for **break** will be: Year 7, 8, 9, 10, 11 (Year 7s go straight in to break at 11.10am)

The order for **lunch** will be: Year 11, 10, 9, 8, 7 (Year 11s go straight into lunch at 1.30pm)

Toilets

KS4 (Years 10 and 11) use the link corridor toilets

KS3 (Years 7,8 and 9) use the lower toilets by Food Tech/Maths

Access to the school site

Due to restrictions and guidance being put in place, the following will be expected from March:

- I. All students will enter school through the top car park gates. The side gate by the footpath will remain closed. This also applies to our school minibuses; our drivers will drop students at the top gate on arrival.
- II. All students will leave via the top car park gates except for those students who use our minibus service or walk home. They will go directly to the school minibus parking area, and those students who walk home, will use the side gate onto the footpath at the side of the demountables. This has not changed from before Christmas.
- III. Parents must not come onto the school site to collect children, unless specifically requested by school. The top car park will be used by buses and staff cars - **there will be no room for parents to use this car park**. Please arrange to pick up at one of the town car parks close to school. Try to avoid parking on Love Lane itself as this causes unnecessary congestion in a very busy area.
- IV. Parents/carers must only come into school if an appointment has been made.

- V. We will limit the number of external agencies coming into school.
- VI. We will look to arrange meetings via Microsoft Teams wherever possible.
- VII. Once school closes there should be no-one on the school site.

Transport

Please find the information below regarding transport to and from school in March.

It is vital that our children follow the guidance below. Failure to do so could put their place on school transport at risk.

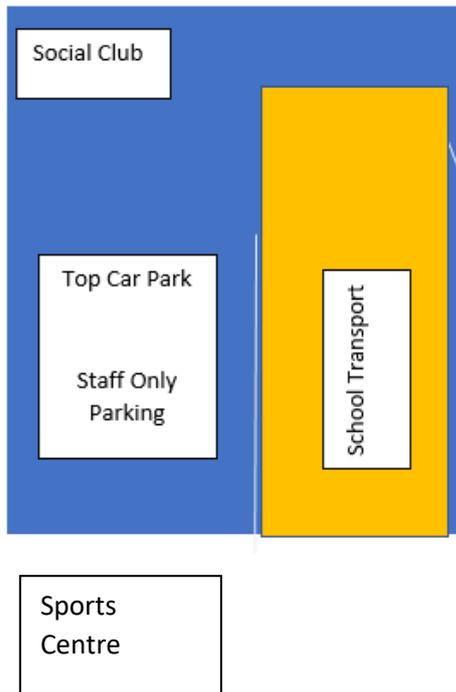
One of the things we have to ensure, and there will be more information to follow, is to keep our children in 'Year Group Bubbles'. This applies to transport. We will try to keep our year groups apart as much as possible whilst they are in school and on their way to school.

School Transport from 8th March 2021

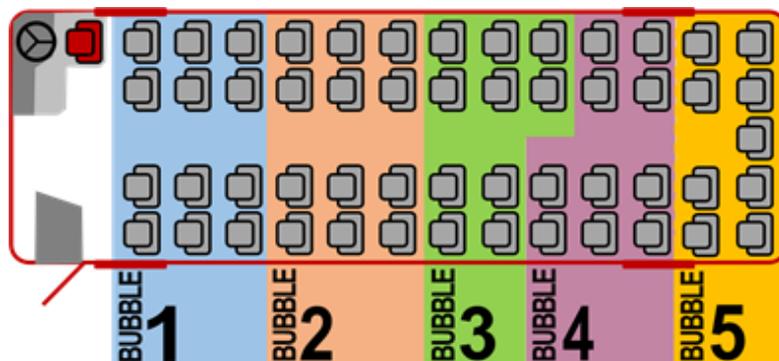
Following consultation with Shropshire and Worcestershire Councils, we would like to inform parents/carers of the arrangements for school transport from March 2021. These arrangements will also apply to the minibuses run by Lacon Childe School.

- Dedicated school transport buses/taxis will return to 100% passenger loading capacity from 8th March 2021 with **no social distancing required**.
- Where possible, pupils on bus transport will be seated to reflect **Year Group 'bubbles'**, with the eldest Year Group 'bubble' sitting at the rear, progressing to the youngest at the front in age order (please see example below). Pupils will be seated, and this seat will be the one they always use to and from school for the foreseeable future. They must not move seats.
- Pupils over the age of 11 **must wear face coverings/masks** whilst on the bus/taxi and these **MUST NOT** be removed (please note that scarves are acceptable). On arrival at school, pupils should remove face coverings and dispose of temporary face coverings in the bins/bags provided in the car park or place reusable ones in a plastic bag that they then use for the journey home. They must not touch the front of their face covering during use or when removing them and must wash their hands immediately on arrival in school. Please note that parents/carers will need to provide clean face coverings for both the journey to and from school each day.
- Operators may provide hand sanitiser to use when boarding the bus/taxi, but this is not guaranteed.
- Pupils will be expected to be socially distanced whilst **queuing** and boarding buses where possible. Parents/carers should ensure this is in place whilst pupils wait for the transport in the mornings; school staff will be available to manage this after school.
- Whilst travelling, pupils should always **stay seated**, avoid physical contact, face forwards and away from others, and not shout or raise their voices.
- Parents/carers should evaluate the risks and consider if there are specific reasons why their child may not be able to travel on school transport at any time. The school, local authority and bus

contractors reserve the right to refuse transport in the event of inappropriate behaviour or if the rules are not followed at all times.



Example of 'Bubble' for 5-year groups:



Car Parking at Lacon Childe School from March 2021

We have had to free up space for our students due to the new guidance and have, as a result, used the staff parking area as a social space for students. Our staff will therefore have to park in our school top car park. This has also been marked out for our school transport to drop off and pick up our children safely. There will therefore be no space for parents to park during school hours. Please arrange to pick up your children in either of the other town car parks close to school. Please do not add to the congestion outside of school by parking in Love Lane.

These are challenging times. We all want our children back in school, in a safe, caring and happy environment. There can be no grey areas in this and we will not allow anyone to compromise any child's safety at school. Together we can provide high quality education for our children leading to success and achievement. I will have no hesitation in removing any student from school if they do not follow the guidance we have in place to keep all our children and staff safe.

There is no denying the fact that schools must adapt to accommodate the latest guidance to support our children and their safe return to school. We expect full cooperation from all concerned at all times. Your support in ensuring this at such a challenging time is essential.

And finally, please remember that, although we are returning to full time education, we are still in a National Lockdown and the criteria for keeping safe are still in place. We expect all students, once the school day has ended, to return home and continue under the current lockdown rules. There should be no congregating or gathering in groups outside of school hours. This may sound a little bizarre, but these are the rules by which, for now, we must all abide.

Thank you, in anticipation of your continued support for the safe return of your children, our students, to Lacon Childe School.

Darren Reynolds : Headteacher.
2nd March 2021

Guidance taken from the DfE circular to all schools.

Education and childcare settings: New National Restrictions from 8 March 2021

Ensure face coverings are used in recommended circumstances.

Where pupils in year 7 (which would be children who were aged 11 on 31 August 2020) and above are educated, we recommend 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 on the premises. **(As we did from November last term, this has not changed)** In addition, we now also recommend 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.

“It will not be compulsory for school pupils to take Covid tests twice a week, nor wear face coverings in class,” the schools minister Nick Gibb has confirmed. “We are saying it is not mandatory for schools to have masks in classrooms, but it is highly recommended because we want to do everything we can to reduce the risk of transmission in the school,” he said.

The Guardian 25/02/21 11.27am

Face coverings should also be worn by pupils in year 7 and above when travelling on dedicated school transport to secondary school or college.

Remains mandatory as was in place last term.

Guidance taken from the DfE circular to all schools.

Education and childcare settings: New National Restrictions from 8 March 2021

Asymptomatic testing

Coronavirus (COVID-19) asymptomatic testing in schools

Rapid testing using Lateral Flow Devices (LFD)s will support the return to face-to-face education by helping to identify people who are infectious but do not have any coronavirus (COVID-19) symptoms.

For secondary school staff and pupils, we are moving to a home testing model (for pupils, following the first 3 onsite tests). The lateral flow devices used have received regulatory approval from the MHRA for self-use. Home test kits will be available for all staff on return. Once pupils have been tested 3 times at school, they will be provided with home test kits for regular testing.

Testing remains voluntary but strongly encouraged.

Secondary school testing on-site through an Asymptomatic Testing Site (ATS)

Secondary schools should offer pupils testing at an on-site ATS from 8 March. 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, 3 to 5 days apart.

You have the flexibility to consider how best to deliver testing on a phased basis from 8 March, depending on your circumstances and local arrangements, but you should prioritise vulnerable children and children of critical workers, and year groups 10 to 13.

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.

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.

Home testing

Both pupils and staff in secondary schools 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. Adolescents aged 12 to 17 should self-test and report with adult supervision. The adult may conduct the test if necessary. Children aged 11 attending a secondary school should be tested by an adult.

Staff or pupils with a positive LFD test result will need to self-isolate in line with the stay-at-home guidance. They will also need to arrange a lab-based polymerase chain reaction (PCR) test to confirm the result if the test was done at home. Those with a negative LFD test result can continue to attend school and use protective measures.

We will encourage as many members as possible of our community to have a test and continue to use the home testing kits in line with this guidance, but it is voluntary.