

September 2020: Pupil Protocols

The following details our expectations of pupils upon their return to school on 3rd September. Further guidance and clarification will be provided by Senior Staff, Heads of Years, and Form Tutors on the first day of term.

Start of the day:

Each morning throughout the term;

- All day pupils will sign in at the Sports Centre.
- A check will be made that the Pupil's online medical declaration form confirming that he/she is healthy and fit for school that day has been submitted (parents will need to complete this).
- A temperature check will be undertaken for each pupil using the thermal imaging cameras.
- We will also check that pupils have all items necessary to access the school site; masks/face coverings as well as a fully charged track and trace wristband (these will be provided by the School on the first day of term).
- Registration will take place in the morning and afternoon with Form Tutors.
- Latecomers will need to sign in at the Sports Centre and follow the above protocols.

Uniform and Equipment:

- School uniform will be worn as normal from September. The mask/face covering and fully charged track and trace wristbands are required items of the uniform.
- When students have a Games afternoon, day pupils should come to school in their sports kit. Where necessary, pupils will be able to leave sports bags in year group social areas.
- There are hand sanitisers at key points around the school but, additionally, we recommend that each pupil brings their own hand-sanitizer.
- All day pupils will need to bring a drink and a packed lunch with them and this will need to be carried in their school bags (we will reintroduce school lunches and provide a hot option as soon as reasonably possible).
- Water fountains will not be available so it is advised that pupils bring a water bottle to school in order to stay hydrated.
- Pupils will need to bring all their usual equipment and books as well as their charged devices. School iPads will continue to be provided for pupils in Years 7 - 11. No sharing of equipment will be possible in lessons so it is going to be essential that pupils bring with them everything they need for the school day. Heads of Years and Form Tutors will provide further advice regarding precisely what equipment and resources will need to be brought to school.
- Track and trace wristbands must be worn at all times whilst a pupil is in school. Further guidance about the use and care of these devices will be sent separately.



Ensuring safe social distancing and environments:

- Year groups are allocated to different areas of the campus which will be deep cleaned regularly. *Specific details will be provided by each Head of Year on 3rd September 2020.*
- In the Senior School, lessons will take place within year group bubbles in allocated learning spaces. For some practical subjects - e.g. DT, Science, Art, Drama and PE - it will be necessary for pupils to move between locations, but such movement will be kept to an absolute minimum.
- Each year the group has been assigned a recreational outdoor space, a lunch/social space and toilet facilities. *Specific details will be provided by each Head of Year on 3rd September 2020.*
- Co-curricular activities will take place in key stage bubbles with appropriate social distancing measures in place. Group sizes will be limited and, where possible, activities will take place outdoors.
- A one-way system is in place throughout all buildings and this is indicated by coloured footprints/signs.
- The Health and Wellbeing Centre (formerly the Medical Centre) will be open daily.
- Face masks/coverings will be worn in class and enclosed spaces. A pupil's desire to wear their face mask at any time will be respected by all within the school community.
- Pupils will be expected to maintain a social distance of 2 metres where possible and respect each other's personal space at all times.
- Regular hand washing with soap and use of sanitiser at regular intervals throughout the day is advised
- Use a tissue if you need to wipe your nose and make sure you put used tissues in the bin. Use sanitiser or wash your hands
- The School shop will be open at certain times for each Key Stage bubble
- If you are unsure of anything or have concerns, please speak to your form teacher/ subject teacher

Classrooms & teaching spaces

- All pupil seating arrangements will be front-facing and all pupils will be expected to abide by social distancing.
- Pupils will need to wear masks/face coverings in class. The wearer should try not touch the front of the covering or their face when the covering is applied/removed.
- Appropriate PPE/face coverings will be worn by all staff when in close proximity to pupils.
- Sanitisers should be used regularly - e.g. when arriving at a new teaching space or removing a face covering.
- Equipment - e.g. pens, pencils, board markers etc. - should not be shared between staff/pupils.
- Any pupil contributions to board work and peer work will be conducted via digital devices. Pupils are likely to complete their work on mobile devices as well as in their exercise books.
- All classrooms will be equipped with webcams so that lessons can be live-streamed for pupils not physically present in lessons.



Break & lunch times

- Until further notice, the use of the Dining Hall is restricted to the boarding community.
- Day pupils/staff will need to provide their own packed lunches and will be allocated areas for mealtimes around the school site.
- Day pupils will be allocated year group spaces for break and lunches.
- Due to a number of peanut allergy sufferers in the school community please do not bring in food containing peanuts

School events

- All school assemblies will take place virtually (e.g. via *Zoom* or *Google Meet*).
- No more than one Key Stage bubble will attend such an event in person at any one time.
- Limited use will be made of the School Chapel, in adherence to safe social distancing guidelines.
- All other activities involving an audience will take place remotely.

Underpinning all of these protocols is a clear expectation that all within our community behave with a strong sense of social responsibility.

Anyone considered to be in breach of government guidelines and, consequently, presenting a risk to others within our community, will be required to self-isolate at home in the first instance.

COVID-19 is an opportunistic infection that exploits indifference and carelessness. Alongside track and trace, thermal imaging devices and the protocols outlined above, we must embrace a culture of excellent public hygiene and consideration for others.

Jeremy Quartermain
Headmaster

