

STAYING SAFE AT SCHOOL – STUDENT SUMMARY

STAY AT HOME if you show any of the common symptoms of coronavirus:

- a new continuous cough
- high temperature
- loss of normal sense of taste or smell

If you have these symptoms, however mild, do not leave your house for at least 7 days from when your symptoms started.

Infection protection and control

Preventing the spread of coronavirus involves dealing with direct transmission (close contact with those sneezing and coughing) and indirect transmission (touching contaminated surfaces).

Measures to achieve this include:

- minimising contact with individuals who are unwell
- cleaning hands more often than usual
- ensuring good respiratory and hand hygiene
- cleaning frequently touched surfaces
- minimising contact and mixing

(Students may supply and wear their own face coverings if they wish)

Clean your hands more often

Clean your hands more often than usual, particularly after arriving at school, touching your face, blowing your nose, sneezing or coughing, and before eating or handling food.

Wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly, or use alcohol hand rub/sanitiser:

- Before leaving home
- On arrival at school
- After using the toilet
- After break
- Before eating any food
- Before leaving school

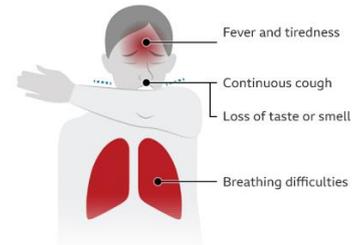
Hand sanitiser dispensers are located inside each classroom as well as other key points in school

Student Conduct Expectations

Our increased expectations are to keep every member of the school community safe and we will be asking students to;

- Stay 2m away from other people as far as possible adhering to social distancing guidelines at all times
- Use their own work stations and equipment
- Work in their own class bubble/room and not mix with people from other bubbles
- Move around school using a one-way system following markings and directions whilst adhering to social distancing measures
- Use allocated toilet facilities for each class bubble
- Wear appropriate clothing for the school day ensuring it is removed and washed once back at home to prevent contamination (school uniform will not be required but please dress appropriately for the school environment)
- Follow basic hygiene instructions: never cough, sneeze or spit towards another person- catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it)

Coronavirus: Key symptoms



What should I do to prevent catching and spreading the virus?



Wash hands frequently with soap and water or use a sanitiser gel



Catch coughs and sneezes with disposable tissues



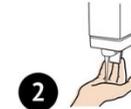
Throw away used tissues (then wash hands)



If you don't have a tissue use your sleeve



1 Wet hands with water



2 Apply enough soap to cover all hand surfaces



3 Rub hands palm to palm



4 Right palm over left dorsum with interlaced fingers and vice versa



5 Palm to palm with fingers interlaced



6 Backs of fingers to opposing palms with fingers interlocked



7 Rotational rubbing of left thumb clasped in right palm and vice versa



8 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa



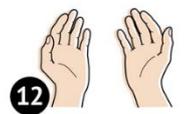
9 Rinse hands with water



10 Dry hands thoroughly with a single use towel



11 Use towel to turn off tap



12 Hands are now safe



- Wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds or with hand sanitiser if soap and water is not available
- Not attend school if you have coronavirus symptoms
- Travel safely to and from school maintaining social distancing guidelines and government guidance.

Travel to and from school

You should avoid using public transport where possible. Instead try to walk, cycle, or travel by car. If you do travel, thinking carefully about the times, routes and ways you travel will mean we will all have more space to stay safe. It is compulsory for face coverings to be worn on public transport from Monday 15th June.

Arrival at school

The back school gate will remain closed during the partial closure to the school and therefore the front school entrance should be used. The double green gates will be open to allow students to enter the site at staggered start times. Do not gather in groups with friends, proceed directly to your allocated classroom on arrival at school where your teacher will be ready to greet you. Enter the classroom keeping 2m apart from others. If you have to wait outside the classroom, please line up 2m apart.

One-way system

A one-way system has been introduced in all school buildings to minimise close contact between people. You will be expected to adhere to this at all times except in event of an emergency evacuation where you would leave by the nearest safe exit.

In the allocated classroom/equipment

Sit in your allocated space and only use the computer you are allocated to. All work should be completed on the computer and emailed to the member of staff if requested to. You may bring equipment from home but we cannot loan school equipment due to risk of contamination. Students are required to bring their own headphones to access online lessons when in school. There will be a staggered comfort break during the morning. If you wish your teacher to look at the work on your screen, please step away from the computer to maintain social distance.

Eating and drinking

Students may bring snacks/drinks from home as there will not be a canteen service in operation. Water bottles may be refilled using the water stations in school. You will be offered the option to order a sandwich lunch (on arrival) to take home with you. This will be automatically deducted from your Parent Pay account. Students must not share drink bottles due to the risk of contamination from others. Hand sanitiser should be used prior to eating and drinking.

Toilets

Please use the allocated toilets for your 'bubble' to reduce mixing with other students. Please wash your hands after using the toilet and use hand sanitiser on re-entry to the classroom.

Departure from school

There will be staggered departure times for each 'bubble'. Students should leave the school buildings using the one-way system in place and exit the school site via the double green pedestrian gates next to The Suite whilst adhering to social distancing measures. Any student being collect by car should meet in the red brick car park to minimise congestion on the driveway.

Emergency Evacuation

Students should leave the buildings by the nearest fire exit point (regardless of one-way system in place) upon hearing the evacuation bell and proceed silently to the assembly point (top tennis court) adhering to social distancing guidelines if safe and practicable to do so.

Entry to the tennis court can be via either entrance.

Each 'bubble' should line up adjacent to the room sign (lengthways on the tennis court) to allow greater space for social distancing. Signs will display allocated rooms only – D13, D17, D18, D20, SF WR, A13 and A9.

Groups will line up 2 metres apart using signage on the fencing for indication of 2m distance.

If you have any safety concerns, please report these to your teacher within your 'bubble'.