



Kelvin Hall School,
Bricknell Avenue,
Hull,
East Yorkshire,
HU5 4QH
Telephone (01482) 342229
Fax (01482) 346817
Email info@kelvinhall.net
Twitter: @kelvinhall_hull
www.kelvinhall.net

2nd June 2020

Dear Parents and Carers of Year 10

I am writing to you to set out the arrangements we have made to open to Year 10 students as of Monday 15th June. Before I set out these arrangements, I would like to take this opportunity to thank you for all the positive comments we have received from you as you have worked hard to support your children with their home learning. I know that this period has been challenging for many families, in all sorts of different ways, and we continue to be here to support you. We realise this letter contains a long list of dos and don'ts - we are aware that this is not the usual way we operate or communicate with you but we need to ensure the safety of our students and families and of our staff and so have to be very firm about how we will operate as a school in this exceptional time.

Which children can attend from 15th June?

1. As you may be aware, we have remained open for the children of Key workers and vulnerable children throughout this period and have been operating with very small group sizes, additional hygiene, and infection control measures. We will remain open for these children and the process will remain the same throughout the summer term.
2. We aim to open for Year 10 students only advised by the Department of Education on the 15th June. **We are only allowed to open for no more than 25% of the cohort on any given day.** We will be sending a survey out soon by text/email and would ask you to respond to it immediately to let us know if you are likely to send your child back to school for one day per week for the rest of the summer term. However, we would like to give you time to consider all the information in this letter before we send out the survey following this letter.

Our offer for Year 10 students

- We will open Mon-Thurs only, with no breakfast or lunch provision (we will provide a light refreshment snack at break time).
- Each Year 10 student will only be in school for one day per week in the first instance, as per Government guidelines. This will be an opportunity for teaching staff to review the home learning of the students in each subject and may not necessarily be formal teaching of new topics.
- There will be four classes of no more than 15 students in each class on any one day.

Growing
Talent,
Promoting
Community

Executive Headteacher: Mr P Cavanagh
Deputy Headteacher: Mrs C Grandidge



- These classes will have staggered start, break and finishing times.

Group 1 8.30 to 12.45; **Group 2** 9.00 to 1.15; **Group 3** 9.30 to 1.45; **Group 4** 10.00 to 2.15

Students will be notified of the days and groups by Wednesday 10th June.

- Students may not be with their own teacher or teaching assistant and may not be with many children from their own classes.
- If you decide not to send your child to school you will not be fined for non-attendance, it is entirely your choice at the present time.
- Years 7-9 will continue with Home Learning throughout the summer term.
- Year 10 will continue with Home learning throughout the summer term.

Risk Assessment

First and foremost, it goes without saying that the safety of your child and of our staff is our main priority. We are working hard, following the latest government guidance, to develop and implement a number of new ways of operating and have completed a detailed Risk Assessment to plan for this. This will allow us to open as safely as possible, focusing on measures that will help limit the risk of coronavirus transmitting within our setting. This will be available on our website the week commencing the 8th June 2020.

These include:

- Asking that anyone who is displaying coronavirus symptoms, or who lives with someone who does, not to attend the school. That includes children and staff who work here.
- Keeping our students in small groups of no more than 15, with as much consistent staffing as possible, and minimising contact with other groups around the setting.
- Cleaning our hands more often than usual. We have developed routines to ensure children understand when and how to wash their hands, making sure they wash them thoroughly for at least 20 seconds using running water and soap and dry them thoroughly, or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
- Ensuring our children understand good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach and ensuring a good supply of tissues and bins throughout the setting.
- Implementing an enhanced cleaning schedule, ensuring surfaces touched by children and staff are cleaned regularly and throughout the day, including tabletops, door handles and play equipment.
- Asking parents and carers to physically distance from each other if dropping off and collecting their child.

In addition:

- Children and adults in school **will not** be required to wear facemasks as per Government advice. Adults will only wear masks if they are required to for cleaning, or supporting a sick child.
- Children need to come to school in school uniform on their timetabled day (spare uniform can be provided in school).
- These are smaller groups of no more than 15.
- Students will be given a time and day for their attendance. This cannot be changed.
- Students will not be able to swap between classes and will be in a consistent classroom where possible.
- Students will have designated break times, separate spaces from other classes.
- There is no breakfast or lunch provision unless a Key worker student.
- Students must not bring in their own writing equipment. The school will allocate all equipment, paper and books.
- Within classrooms, we will spread the children out as much as possible and aim to ensure social distancing adopting the 2m rule.
- Access to the toilets will be carefully managed to limit the number of children at any one time.

Procedures for attending school as we open:

- Children of Key workers in years 7-10 will now enter via the external drama studio - this will be explained and staff will be visible to oversee this.

- Year 10 students will line up in the main playground at the front of the school as directed by staff.
- The main reception will now only be used for staff from the school.
- There will be a set time and place and if a child is not there at the time and place they may not be able to come to school that day as there is no facility for bringing late children to the main office.
- Moving around school - we will do our best to ensure no physical contact between children by ensuring they have separate spaces in their classroom with their own equipment.
- Inappropriate behaviour - we are going to consider the risk presented by all the students who want a school place and it may be that we will feel that it is not safe for a child to attend school if we believe their behaviour would put other children or staff at risk. In addition, we will have zero tolerance to any behaviour that puts children or staff at risk when we are open and any child behaving in this way will be sent home and will not be able to attend school at this time.
- Contacting staff - it will not be possible to meet with school staff in person, However the school phone line will always be manned and you have the year group emails that you have been using during Home learning. We will be responsive to telephone calls and emails and get straight back to you.
- Transport to school - all students will be expected to make their own way to school by walking or on bike (or parental car).
- Social Distancing outside of school - please respect social distancing on your way to and from school and please do not gather at the school gates.

What can parents and carers do to help?

There are a number of things parents and carers can do to help us make these arrangements effective, in addition to the points listed above.

- Please do provide reassurance to your child by sharing with them how things will work in school, using some of the practical details in this letter, so they understand the changes to routines and explain the need to stay apart from the other children.
- If your child or someone in your household has coronavirus symptoms, your child should not come to school.
- If your child becomes in any way unwell during the day, including if we suspect a coronavirus case, your child will be placed in a separate room and we will contact you to arrange for your child to return home.

Testing

Once schools open to more children, all children who are attending will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. The aim is to enable children to get back to childcare, and their parents or carers not to need to self-isolate any longer than is necessary, if the test proves to be negative. **A positive test will ensure rapid action to protect other children and staff in their class (bubble) setting who will then be told to self-isolate for up to 14 days.** We ask all parents and carers to ensure they organise a test for their child, in the event that they develop coronavirus symptoms, and notify us immediately of a positive test. Further guidance will follow. I hope that this letter has given you the information you need to understand what arrangements we have made to enable children to return to us from WC Mon 15th June. We are looking forward to welcoming your child back and I hope that you are assured that we have taken all possible steps to ensure safety for all in our setting. If you have any questions or suggestions, please let us know.

Next steps:

We will arrange the class groups i.e. 'bubbles' and will then be in contact with each parent to give you the details of the day of your child's return to school, including staggered drop off and pick up times which are different from normal school times.

Yours sincerely



Mr P. Cavanagh
Executive Headteacher
Kelvin Hall School