

the **GREENROOM** school

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www.thegreenroomschool.com

26th August 2020

Dear Parents and Carers,

Welcome Back, We've Missed You!

We hope you and your families have had an enjoyable summer. We're really looking forward to welcoming all our pupils back to school from Thursday 3rd September (Years 7 - 11) and Monday 7th September (Sixth Form). You will have already received a letter stating your actual start date and associated arrangements.

Despite the strange times we are living in our schools will act as single "bubbles" which means it will be business as usual, ie attendance is mandatory for all pupils and they can expect school to be conducted as it was before the lockdown, with a few minor amendments to ensure everybody's safety, which we take very seriously.

Coronavirus Safety Measures

We have outlined the specific measures we are implementing in order to keep our staff and pupils safe from Covid-19:

1. During the physical school day.
2. If someone is found to have Covid-19 symptoms whilst at school - **please note: this could mean reverting to a virtual timetable for a time so please read the policy carefully.**

This information can be found at the end of this letter. Please note that this list is not exhaustive and we may add or change the way we work to keep our pupils safe.

As always, please do get in touch if you have any questions or concerns by emailing office@thegreenroomschool.com and we will try our best to answer them. Thank you once again for helping us navigate these odd times. We have missed our pupils and we can't wait to have them all back in the fold of the Green Room again.

With Very Best Wishes,



Richard Allen and Danielle Haxby
Heads of School

NOTICE DURING COVID 19



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GUIDANCE FOR ALL GREEN ROOM SITES (includes The Swan and Allotments)

This guidance is based on the latest Government Guidance and will be revised when it is amended. All our sites undergo regular deep cleaning.

Arrival

1. All pupils and staff will be temperature checked on arrival. Anyone with a temperature above 37.5 degrees celsius, have a dry cough or display any illness will be asked to leave immediately.
2. All pupils and staff need to wash their hands with soap for 20 seconds before entering the premises. They will be encouraged to wash their hands regularly throughout the day. Hand sanitizers will be available in every room. Phones will be handed in, and will be returned at the end of the school day.
3. Wherever possible, visitors will be kept at a minimum. If you would like to have a chat with a member of staff but do not want to enter the premises please get in touch and we will arrange a video chat with you.

Resources

4. All pupils will be issued their own pencil cases and resources in boxes, that they will take with them to their lessons. There will be no sharing of resources, wherever possible. Pupils are welcome to bring their own in their bags.
5. All pupils will be given a cup or a water bottle to take around the school with them. These will be washed at 60 degrees at the end of the day.
6. All pupils will be issued their Chromebooks at the start of the day to take to lessons with them. Pupils will be asked to wipe down all Chromebooks at the start of every lesson.
7. All surfaces, door knobs and contact points will be wiped down with disinfectant spray after every lesson.
8. Windows in all classrooms will be kept open during school hours to ensure constant airflow and ventilation.

Lunches

9. Hot lunches will be provided where possible, with all crockery/cutlery/etc. to be washed at 60 degrees celsius every day. Otherwise, pupils will be provided individual packed lunches. They are most welcome to bring their own lunch, which should follow our Healthy Eating Policy ie no sweets/fizzy drinks/etc.
10. Lunch times may be staggered and we may open more rooms for lunch so as to minimise the number of people in one room.

Social distancing

11. All pupils will be reminded, where possible, to keep their distance, keep to the left, keep doorways and corridors clear and use the one way systems in place.

12. In the event that social distancing cannot be maintained, e.g. when administering first aid, the school will provide visors, masks, aprons and gloves.
13. The government has not made masks compulsory, but pupils and staff who have their own masks and would like to wear them are welcome to.
14. There are cleaning supplies available in all toilets so users can ensure they are disinfected before use.

Sport

15. Sport will continue as before, but sport options may change. We will minimise the use of indoor facilities in favour of outdoor activities wherever possible. Pupils will be required to be appropriately dressed for sport as usual. More information on sport will be provided when term starts.

Suspected Covid-19 Symptoms (whilst at school rather on arrival, in which case entry will not be permitted to enter)

1. We will immediately isolate the person (preferably outside) and arrange for them to go home, and advise them to self isolate with their household for 10 days and take a Covid-19 test.
2. Everyone in the school will then be asked to go home to self isolate while we await the result of the test. Parents will be informed immediately and can come and collect their child. (School Transport will not collect). School will switch to the virtual timetable and continue from home until advised otherwise.
3. If the test is negative physical school will restart and all can return.
4. If positive - everyone in the school (bubble) will need to be tested and will carry on studies at home virtually whilst self-isolating for 10 days. School will be deep cleaned. Once individuals have negative results they let the school know and when enough staff are available to run the school physical school, it will start again.
5. If more than one person has a positive result we will contact Public Health England and they will conduct a rapid investigation and advise on the appropriate actions.

If you or your young person shows symptoms of Covid-19, becomes involved in the NHS track and trace programme, are advised to isolate, or are diagnosed with Covid-19, please stay at home and alert the school at office@thegreenroomschool.com . It is important the school is notified so we can make the necessary arrangements to ensure your young person is safe and is not left behind in the curriculum.

For your information the government has issued the following guidance for parents and carers:

https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak?utm_source=25%20August%202020%20C19&utm_medium=Daily%20Email%20C19&utm_campaign=DfE%20C19