



ILKLEY GRAMMAR SCHOOL

A MOORLANDS LEARNING TRUST ACADEMY

Plans for Year 10 and 12

From Monday 15th June 2020



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Government Guidance – Key Docs

1. [Actions for education and childcare settings to prepare for wider opening from 1 June 2020](#)
2. [Actions for schools during the coronavirus outbreak](#)
3. [Opening schools for more children and young people: initial planning framework for schools in England](#)
4. [Implementing protective measures in education and childcare settings](#)
5. [Managing school premises during the coronavirus outbreak](#)
6. [COVID-19: cleaning in non-healthcare settings](#)
7. [Supporting vulnerable children and young people during the coronavirus \(COVID-19\) outbreak](#)
8. [What parents and carers need to know about schools, colleges and other education settings during the coronavirus outbreak](#)
9. [Critical workers who can access schools or educational settings](#)
10. [Overview of scientific information on coronavirus \(COVID-19\)](#)
11. [Guidance for Secondary School Provision from June 15th](#)

SAGE Modelling – Hierarchy of Controls

The hierarchy of controls we are asked to factor into our planning to help prevent the spread of COVID-19:

- ***Controlling the transmission of the disease:*** minimising contact with children and adults who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend school
- ***Management and control through personal hygiene:*** cleaning hands more often than usual - **wash hands thoroughly for 20 seconds** with 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 good respiratory hygiene:*** promoting the ‘catch it, bin it, kill it’ approach.
- ***Enhanced cleaning regimes:*** cleaning frequently touched surfaces often using standard products, such as detergents and bleach.
- ***Minimising contact and mixing:*** altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times).



Self Isolation / Symptoms

- **If anyone in an education or childcare setting becomes unwell** with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), **they must be sent home and advised to follow** the [COVID-19: guidance for households with possible coronavirus infection guidance](#). ([NHS guidance](#))
- **If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms** themselves (and in which case, a test is available) or the child subsequently tests positive
- **They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell.** Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people



What happens if there is a confirmed case of coronavirus?

- **When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home** and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days
- **All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus**, and are encouraged to get tested in this scenario
- Where the child, young person or staff member **tests negative, they can return to their setting** and the fellow household members can end their self-isolation
- Where the child, young person or staff member **tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days**
- The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms
- As part of the national test and trace programme, **if other cases are detected** within the cohort or in the wider setting, **Public Health England's local health protection teams will conduct a rapid investigation and will advise schools** and other settings on the most appropriate action to take
- **Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary**





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Secondary Guidance



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Key Points

- Years 10 and 12 only
- Up to ¼ cohort on site at one time - from June 15th
- “Some face-to-face support with their teachers”... “to supplement remote education”... “which should remain the predominant mode of education”
- “It is up to schools to decide how they want to use face-to-face support in the best interests of their pupils e.g. additional pastoral support, academic support, practical support, or a combination of these”
- “Secondary schools should avoid split day rotas within the same day and ensure that only a quarter of children are ever in the school on any one day”
- Minimise use of public transport. Where necessary avoid peak travel times for public transport
- **“While in general groups should be kept apart, brief, transitory contact, such as passing in a corridor, is low risk”**



Our Overall Approach for Y10 and 12

- Wellbeing checks for all – tutor 1 to 1s completed
- Quality curriculum experience / enhancement
 - Subject specialist teaching
- 2 metres social distancing throughout
 - Classes sized to enable this for each room
- No movement around school during day
- Late start / early finish to avoid peak travel
- SAGE 'Hierarchy of Controls' underpins Risk Assessment and cleaning regime every day
- Zero tolerance for student misbehaviour





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Health & Safety



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Health & Safety Remains Paramount

- Doing anything must be done as safely as possible - there will never be zero risk
 - Our role is to minimise that as much as possible
- No more than approx. 140 students travelling / on site at once ($\frac{1}{4}$ Y10 and $\frac{1}{4}$ Y12)
- We will use 2m social distancing for all aspects of delivery, so group sizes will be smaller than 15 (except P7, B Hall etc.) - groupings bubbled or minimised in size
- Student and staff 'flow' on site will be controlled
 - Entrances, corridors, classrooms
 - Staggered movement / arrival / departure times
- Students will have their break & lunch built into the day
 - Students will not leave their designated classroom for break or lunch
 - Students will eat a packed lunch / snacks that they have brought in from home in their designated classroom
 - Students will be allowed to go to the nearest toilet throughout the day
- We will follow all of the advised cleaning and safety regimes
 - Classrooms only used once by same group in day



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Risk Assessment



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Risk Assessment – Summary Key Points

- Transmission risk is managed using the combination of distancing **and** hygiene protocols
- Staff essential to the school operation are on site on a rota basis in each team. Staff not essential to the school operation on any given day work from home
- LT members and first aiders in school every day
- Groups in school are **separated and 2 metre social distancing protocols observed**; groups are as small as possible and room specific measures are in place
- **Anyone feeling unwell is isolated** and, in the case of students, parents contacted without delay; area is cleaned
- First Aid protocols and PPE are in place for first aid incidents
- **Rooms in use must be well-ventilated, opening windows wherever possible**
- **In the event of an evacuation, close windows and doors and go to courts with group**
- Areas of school in use are cleaned daily; additional attention paid to touchpoints and specific sanitising products used
- Additional sanitisers and signage are in place at multiple points throughout school including classrooms. Wall dispenser ones are alcohol based. All classrooms and reception will also have alcohol based. N.B. Alcohol based is not required for Hierarchy of Controls
- Water fountains are now for bottle fill only
- **All staff understand their responsibilities for working safely, maintaining social distancing, cleaning work areas and tools and equipment where relevant to their area of work**
- **Access to school restricted using gate and door timings, minimising number of entry points.** Delivery and visitor protocols updated to ensure distancing; contractors on site restricted to essential services and all are required to observe additional hygiene and distancing protocols. **Essential visitors to school should be pre-booked with reception**



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Year 10 and 12 Plans



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THE NEXT 5 WEEKS

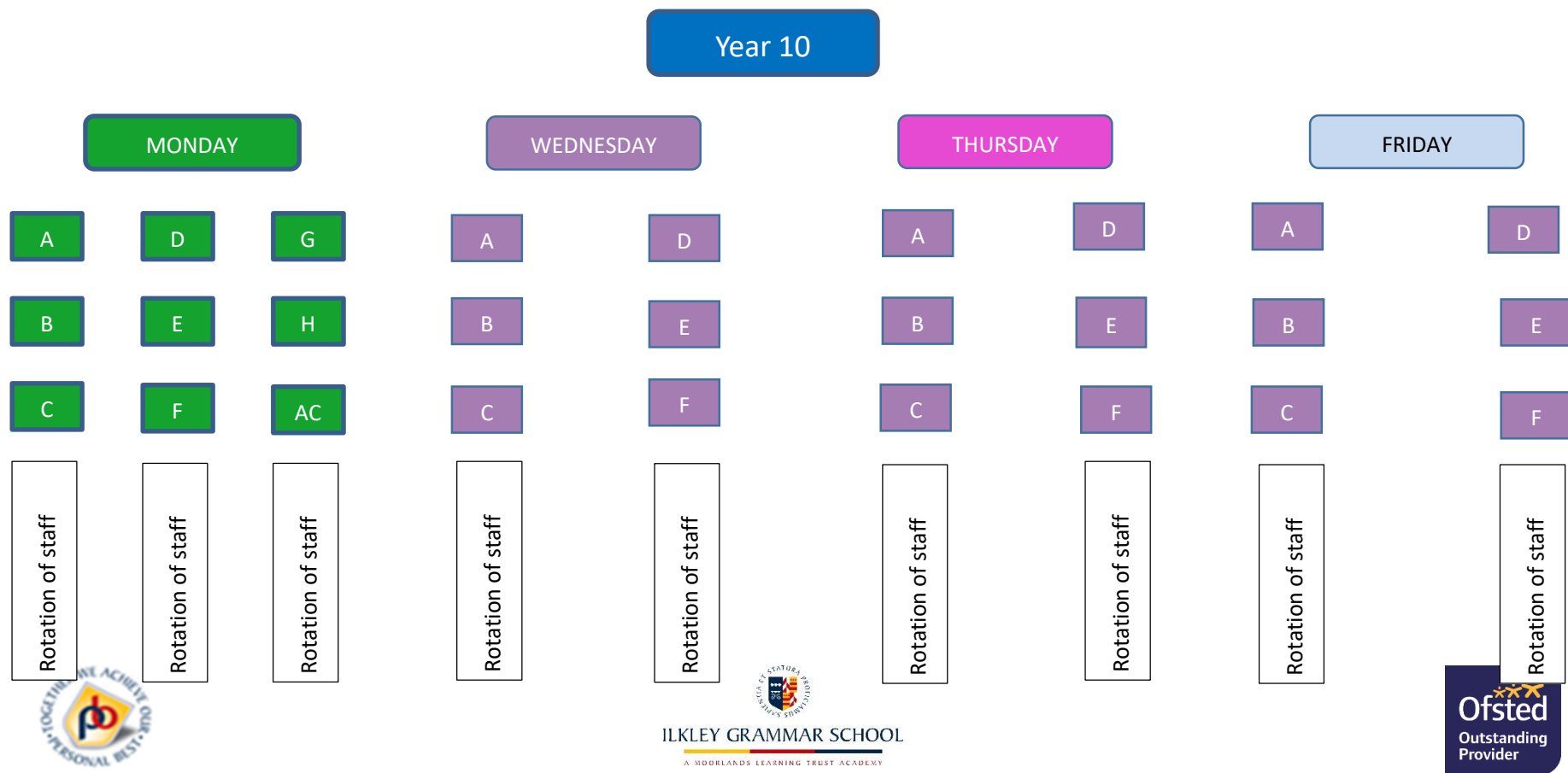
	YEAR 10	YEAR 12
PHASE 1		
W/C 15 th June	4 and a half hours of teaching every week on an allocated day (90 mins of maths, English and science delivered by a subject specialist). Over the 3 weeks, 4 and a half hours of each subject delivered.	4 hours and 15 minutes of each subject per option block delivered on a set day. By the end of the 3 weeks, students will have covered all blocks and accessed nearly 13 hours of teaching (3 subjects) or 17 hours if doing 4 subjects.
W/C 22 nd June		
W/C 29 th June		
(6 th July yr. 12 only)		

	YEAR 10	YEAR 12
PHASE 2		
W/C 6 th July	TBC Provision for options subjects for each of the 4 blocks. At least 2 hours of specialist teaching per block delivered, where possible, by the regular teacher.	TBC Further face to face contact not guaranteed. Will be dependent on year 10 provision and continuation of government guidelines.
W/C 13 th July		

In School
rota for
children of
key
workers
and
vulnerable
students

YEAR 10: PHASE 1

- Year 10 have been split into quarters and each allocated to a set day
- On each day, there will be 6-9 student “bubbles” with a team of English, maths and science specialists each rotating between 3 bubbles



TIMINGS: YEAR 10

- School day from 9.30am to 2.20pm
- Staff in classrooms from 9.15 am to seat students
- The day has been broken up into 3 sessions (2 x 90 minutes and 1 x 110 minutes which incorporates a 20 minutes lunch (cover provided for teaching staff by colleagues on the in school rota)
- Students will bring a packed lunch and snacks and will not leave the classroom except to go to the toilet

9.15 - 9.30	Entrance	Room	Session 1 - 9.30 - 11am		Session 2 - 11am - 12.50 (includes 20 mins lunch)		Session 3 12.50PM - 2.20PM	
Arrive	Main entrance	B: Hall	Maths	JMP	English	ARC	Science	HVM
Arrive	Main entrance	C Café	English	ARC	Science	HVM	Maths	JMP
Arrive	Main entrance	B10	Science	HVM	Maths	JMP	English	ARC
Arrive	West entrance	M10	Maths	PRD	English	LNR	Science	AHF
Arrive	West entrance	N9	English	LNR	Science	AHF	Maths	PRD
Arrive	West entrance	M11	Science	AHF	Maths	PRD	English	LNR
Arrive	Bottom gate	Q1	Maths	KBS	English	DJJ	Science	CJI
Arrive	Bottom gate	Q5	English	DJJ	Science	CJI	Maths	KBS
Arrive	Front side gate	AC	English	LBC	Maths	KBS	Mentoring	PPH /SJB

YEAR 12

- The subjects within an option block have been divided to ensure a quarter of year 12 students are on site at any one time
- Each subject will get a block of time on their allocated day from 9.45am to approximately 2.20pm. This time includes a break and a lunch break students will be expected to bring in a packed lunch and remain in the classroom.

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
W/C 15 th June 2020	BLOCK A Chemistry JOW/AKM Maths EAC/RAJ Media AVZ/KKH Psychology SW Music VEC/NRP	BLOCK A Biology 2 RTS Economics AAH/JLP English Lit JLF/ARC Photography LCM/HGW H + S (d) NES	BLOCK A History RR/JDA Business LDS/JPC Biology JDS CS DJU/VEB	BLOCK B Chemistry AKM/PDH English Lit ASL/DJJ Politics AAH Geography HDR/RRG	BLOCK B Business LDS/SMW Biology JDS Design RLE/JK Lang/Lit IFL
W/C 22 nd June 2020	NEXT STEPS LAUNCH	BLOCK B History JDA/RR H + S (s) NES/KMH Physics HVM/PKP Psychology SW	BLOCK B Sociology SW Spanish AMB/KSK Theatre St. KBH/LR	BLOCK D Business JPC/LDS Biology RF Economics AAH/JLP Psychology SW	BLOCK D Maths WJH/SLD Media AVZ/KKH Sociology SW
W/C 29 th June 2020	BLOCK D Chemistry NPG/PDH English Lit KF Further Maths GT/AH French CW/CMG Geography HDR/RRG IT JWK/VEB	BLOCK C Maths 2 JMP/AH Physics PKP/HVM Psychology SW	BLOCK C Chemistry PDH/AHF Geog HDR/RLM/TG History TJB/RR Maths 1 JCB/GT PE AJK/SP	BLOCK C Philosophy NA/LSL Sociology SW	NO YEAR 12 LESSONS
W/C 6 th July	BLOCK C Art PC/CDH Business LDS/SMW Biology CJI/RTS Sport MWC/FEA/KMH				

TIMINGS/ARRANGEMENTS YEAR 12

- Year 12 start time 9.45am with students arriving on site for 9.30am.
- The year 12 day has been split into 2 sessions:
- 9.45 – 12 noon
- 12 noon – 2.20pm (includes 20 minutes lunch break)
- E.g.

		9.30-9.45am			Session 1 9:45am - 12 noon	Session 2 12-2.20PM (includes lunch)
Yr 12 B	CHEMISTRY B1	Arrive	West entrance	P8	AKM	PDH
	CHEMISTRY B2	Arrive	West entrance	P9	PDH	AKM
	English Lit B1	Arrive	Bottom gate	Q8	ASL	DJJ
	POLITICS B1	Arrive	West entrance	P7	AAH	AAH
	GEOGRAPHY B1	Arrive	Front side gate	M5	HDR	RRG
	GEOGRAPHY B2	Arrive	Front side gate	M3	RRG	HDR





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Student Behaviour Expectations



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Normal Personal Best expectations apply, with strict health and safety non-negotiables

1. Students will not be required to wear school uniform – though clothes should be appropriate for a school environment
2. Students may well not be in a teaching group with their friends – the focus is on curriculum content and general wellbeing
3. Where behaviour of any kind needs addressing normal PB rules will be followed - after a warning, a negative is added to ClassCharts
4. Poor behaviour, where immediate intervention is necessary e.g. joking about a Covid 19 symptom, or deliberately breaching of 2 metres social distancing – Leadership Team member will be called and parents informed





COVID 19 - PERSONAL BEST ANNEX

It is vitally important in these times that we all respect these rules for our health and safety

	ENTRY AND EXIT TO SCHOOL Arrive and leave promptly at agreed times via your designated outside entrance at the bottom or top of school. Go directly to your designated room where you will be registered.
	BUILDINGS Only enter your designated building and classroom. Do not go to other areas of school. When travelling anywhere around school, take outside routes as far as possible. Usual offices are not open – let your teacher know if you need support with something.
	ONE WAY SYSTEMS These must always be followed in order to support 2m distancing. (If the fire alarm sounds - leave by the nearest exit).
	PHYSICAL DISTANCING Keep 2 metres apart at all times when arriving or leaving school and in corridors, classrooms and queues.
	HAND WASHING AND SANITISATION Ensure this is done regularly, and always before eating/drinking. Remember to wash hands for at least 20 seconds.
	TOILETS Only use the toilets nearest to your classroom and only with permission from your teacher.
	WATER FOUNTAINS / DRINK Bring your own drink with you. Water fountains now ONLY allow water bottles to be filled. Do NOT drink from these. Vending machines are currently CLOSED.
	EQUIPMENT Keep your own with you and do not share.
	FURNITURE/SURFACES Do not touch furniture or surfaces around school unnecessarily.
	RESPECT Ensure you treat others with respect and be aware that others may be anxious.
	RUBBISH Always use bins - litter spreads germs.

Follow instructions from staff - first time, every time for the safety of all