



Reopening Guidelines

(Pupils and Parents)

September 2020

Message from the Headteacher

Following truly unprecedented times, we now look forward to moving to a new phase and being able to welcome all learners and staff back to Ysgol David Hughes at the beginning of September.

The last week of the summer term was an excellent opportunity for us to 'check in, catch up and prepare' and this enabled us to develop procedures which will facilitate arrangements for the term ahead.

In line with Welsh Government guidelines, we intend to start a gradual process of opening our doors in September, ensuring that all learners are back at school full-time by September 10th. This will obviously depend on the local situation in terms of public health conditions.

To ensure safety, build on capacity and develop procedures, we will open in a gradual manner as outlined in the table below:

1/9/20	Planning Day for Staff
2/9/20	Planning Day for Staff + Year 7 Induction Day
3/9/20	Year 7 + Year 11 lessons
4/9/20	Year 7 + Year 11 lessons + Year 12 Induction Day
7/9/20	Lessons for Years 7,11,12 + 13
8/9/20	Lessons for Years 7, 10,11,12 + 13
9/9/20	Lessons for Years 7, 8, 10,11,12 + 13
10/9/20	Everyone back

In reopening, our priority will be to do so in a responsible and safe manner for everyone. Some of you may have your reservations about returning but I hope this guide will offer you peace of mind as we outline the conditions and arrangements being put in place for you. All staff members are looking forward to extending a very warm welcome to you all.

Therefore, the first day back for each year will be:

Year 7, Wednesday, September 2nd

Year 8, Wednesday, September 9th

Year 9, Thursday, September 10th

Year 10, Tuesday, September 8th

Year 11, Thursday, September 3rd

Year 12, Friday, September 4th

Year 13, Monday, September 7th



H. Emyr Williams (Headteacher)

Preparing for return

Before leaving the house you should follow these guidelines -

1. You should not come to school if you display any symptoms of COVID. Also, if anyone else who lives in your home or someone from your extended family has symptoms, you should stay at home and seek a test as soon as possible.
2. You should wear the normal school uniform.
3. You should bring writing equipment, a calculator and your usual workbooks in a bag (and PE kit if you have a lesson on that day)
4. **You will need to bring your own lunch until 10/9/20.** A lunch pack will be provided if you are eligible for free school meals. A limited menu of hot food will be available in the canteen from the 10th of September.
5. You should go to the toilet and wash your hands thoroughly before leaving the house.

Travel and upon arrival:

You should have informed us in the questionnaire whether you will be arriving on foot, in a car or on a school bus. You should arrive on-site **before 8:45am**.

Travelling by Bus

From Monday 27 July 2020 it is compulsory to wear a face covering on public transport in Wales. The requirement applies to all passengers aged 11 and over. If pupils access public transport as part of their journey to school, they are required to wear a face covering. **Anglesey Council strongly recommends that all secondary school pupils who use designated home to school transport should wear a face covering.**

<https://www.anglesey.gov.uk/en/Residents/Schools-and-learning/School-transport/School-transport-arrangements-from-September-2020.aspx>

On the first day : After you arrive on-site, you must go to the registration assembly point **immediately**. **YOU MUST MAINTAIN A 2m SOCIAL DISTANCE from EVERYONE AT ALL TIMES.** The assembly points for everyone will be outside (weather permitting).

On arrival signs will advise you of which assembly point you should go to.

Assembly Point A : Rear of Block B by the field

Assembly Point B : Middle Yard – go there via the rear of Block B

Assembly Point C : Car Park in front of the Sports Hall - go there by passing the corner of Block A

Assembly Point D: All-weather Court by the Sports Hall - go there by passing the corner of Block A

In case of rain:

Hall (through the side entrance) -

Canteen (through the side entrance)

Girls Gym (through the rear entrance)

Exam Room (through the rear entrance)

Sports Hall (through the main entrance)

Sports Hall (through the rear entrance)

After the first day, you will go to the room allocated for the first lesson of that day immediately upon arrival.

HYGIENE AND CLEANING

Several cleaning staff will be working at the school during the day, in addition to a team who will be cleaning the building thoroughly at the end of every day. Toilets and rooms will be cleaned regularly throughout the day. Extra attention will be given to cleaning areas and surfaces which are touched regularly. These areas will be cleaned more often than usual, including washrooms, handrails, tables, equipment and door handles. This includes canteen facilities and the different lunch times. Cleaning staff will be expected to maintain social distancing from each other, from students and teaching staff at all times.

An antibacterial gel machine has been placed in every room. Every pupil will wash their hands with the gel upon entering and leaving the room.

ILLNESS DURING THE DAY

If a pupil displays any symptoms of illness during the day, we will contact you and ask you to collect your child immediately.

Pupils who are unwell will be escorted to one of the outdoor cabins (on the way towards the Sports Centre) and parents will be expected to collect their child from there.

It must once again be emphasised that pupils should not come to school in the first instance if he/she or any family member or extended family members have any kind of illness.

BEHAVIOUR

As we will all be working under challenging circumstances, we expect everyone to behave in a reasonable and appropriate manner at all times. Maintaining social distance at all times is essential for safety purposes. If any pupil continues to behave in an inappropriate manner, following a formal warning from a member of the Senior Leadership Team, we will get in touch with the parent and ask them to collect the pupil immediately.

AT THE END OF THE DAY

Pupils will be released gradually at the end of the day and they will need to maintain a 2m social distance when leaving the site. Pupils will be escorted from the classrooms.

WALKING: Pupils who walk home will need to leave the site immediately and maintain social distance on their way home. Several staff members will monitor the footpaths towards the school gate and paths beyond the school site.

SCHOOL BUS: School buses will be on the yard before the pupils leave the building. Pupils should go to the buses immediately, to their designated seats.

CAR: Our questionnaire data suggests that most of the pupils will be travelling to and from school in a car. This poses a challenge for us at the end of the school day since there is insufficient space for all cars. Parents' cars will be directed along a route which goes around the school in a one-way system. You will follow the road along the Menai Straits side of the school and then around the rear of the school and back alongside the playing fields. Ideally, you should already be waiting before the pupils are released at 3:20pm. Parents should not get out of their cars. It may be a good idea for you to text your child (if they have a mobile phone) to let them know where you have parked, enabling them to get to you quickly at the end of the day. The cars will be released in an orderly manner when the pupils have got into the cars and it is safe for everyone to move. We kindly ask you to be patient since we must wait for all pupils to get into the cars before you may be released – this ensures the safety of everyone.

Attendance expectations from September 2020

From September onwards, we will expect the vast majority of pupils to return to school. However, if you believe there is a medical reason or any other reason why your child cannot attend, you should contact the school immediately.

Contact Groups and social distancing

All adults on-site will continue to maintain social distancing from each other and from pupils at all times.

Even though adhering to social distancing rules will be limited for students within their own contact groups, they will still be expected to socially distance themselves from every adult and other students in different year groups, until this is deemed unnecessary.

Contact Groups for every Year

Year 7 : Registration Class Contact Group

Year 8 : Half Year Contact Group

Year 9 : Half Year Contact Group

Year 10 : Whole Year Contact Group

Year 11 : Whole Year Contact Group

Year 12 : Whole Year Contact Group

Year 13 : Whole Year Contact Group

Wherever it may be practically possible, the school expects students to respect social distancing rules when entering and leaving the school site.

Parents will not be able to enter the building without arranging an appointment beforehand.

The school will continue to conduct meetings online to support interaction with students, families, governors and other stakeholders. We will return to regular face-to-face meetings only when it is safe to do so. This measure has been designed to limit the number of people entering the school site, thereby helping to limit the risk of transmission.

Classroom

In line with Welsh Government guidelines, class sizes will return to normal numbers from September onwards. However, by creating contact groups, students are much safer by having contact with fewer individuals, and the school will implement measures to limit how much time pupils spend with others. In line with the latest medical guidance, teaching staff will be expected to remain in front of the class, wherever possible, and make greater use of classroom technology, such as a projector, to display work. This will help them to maintain a social distance (of 2m) from students.

Lessons Timetable

We will be operating a timetable of **three double lessons** every day to limit the movement of learners. The new normal timetable will be used as a basis for the temporary timetable. The double lessons will be based on the following

September 3 + 4	:	WEEK 1 Lessons 1, 3, 5
September 7	:	WEEK 1 Lessons 1, 3, 5
September 14	:	WEEK 2 Lessons 1, 3, 5
September 21	:	WEEK 1 Lessons 2, 4, 6
September 28	:	WEEK 2 Lessons 2, 4, 6

To limit movement, registration will take place during Lessons 1 and 5.

Lesson times will vary for each year, enabling us to stagger break and lunch times.

Year 7: Year 7 Class Tutors will meet the pupils for 10 minutes at the end of every day for the first 3 weeks of term.

If you have any concerns or enquiries regarding the arrangements for the start of the new term please contact us in the usual way:

01248 712287

ydhpen@ynysmon.gov.uk

The image is a collage of digital resources for Ysgol David Hughes. On the left, there is a Twitter banner with the text 'Dilynwch ni ar TRYDAR Follow us on TWITTER @DavidHughesYDH' and 'Hefyd mae'r Adrannau yn Trydar. Also the Departments have Twitter accounts:'. Below this is a grid of 12 departmental Twitter account icons, each with a name and a handle. On the right, there is a screenshot of the school's website, titled 'GWEFAN YSGOL DAVID HUGHES THE SCHOOL WEBSITE' and 'Ysgol David Hughes'. The website screenshot shows a navigation menu, a main image of the school building, and some introductory text.

www.ysgoldavidhughes.org