



TO CARE
TO LEARN
TO ACHIEVE

BEDFORD HIGH SCHOOL

A Specialist Business and Enterprise College
with Applied Learning
Headteacher: Mrs H J Phillips

June 2020

Dear Parents/Guardians,

Following the Government's announcement that secondary schools should plan for wider opening for year 10 students from 15th June, we have now received further guidance from the Department for Education. This guidance for schools has informed our planning along with the safety and welfare of our students and staff being uppermost in our thoughts.

Below are some questions you may be considering and our best answers at this time. Government guidance is changing regularly and we have to be responsive to that but we will do our best to keep you updated whenever the situation changes.

I know it's lengthy but please read the whole letter carefully so that you have the full information and understand the part we all have to play in keeping everyone as safe as possible.

Will school be open for year 10 students on 15th June?

As things stand, Bedford will be open for year 10 students from this date. However, in accordance with the guidance, students numbers will be restricted to a small group each day and consequently students will not be in school full time and will not follow their normal timetable when they are in school.

As I have explained in previous communication we have completed a risk assessment and put in place the necessary safety measures needed for more people to be on the school site. We have mitigated risk as far as possible but we cannot eliminate it. Our risk assessment may be viewed on the school website under the Coronavirus tab.

Do I have to send my child to school?

Quite clearly, this is a parental decision. We have created a plan that will keep your child as safe as possible but the final choice on whether you want them to come back rests with you. Parents will not be fined for non attendance and we will continue to provide home learning.

If your child is not attending you will need to let us know each day that they are invited in to attend please. We expect that all students will keep up with their home learning.

What will the 'face to face' contact look like?

For the safety of our students and staff it is important for us to keep groups of students small in size and provide consistency with the students and teachers that they are interacting with.

We have therefore decided to organise each form, initially, into 2 groups of 12 and allocate a team of subject specialist teachers to each form. These groups and associated teachers will be in school on allocated days at distinct times and will not mix with other groups. A number of classrooms will be allocated to each group so that subject specific conversations can take place in even smaller groups. Movement around the building for students (only U Block will be open initially) will be limited.

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This table shows what the first two weeks will look like. We will have a staggered start and finish for each group (AM group and PM group) which will allow cleaning between each group. The initial face to face contact will focus on the wellbeing and mental health of students, recognising that some will require more support than others, as well as subject specific conversations.

	Monday	Tuesday	Wednesday	Thursday	Friday
W/C 15/06/20	Staff only	Individual Review & Support 10.1 1. AM group 8.35-11.10 2. PM group 12.15-14.50	Individual Review & Support 10.2 1. AM group 8.35-11.10 2. PM group 12.15-14.50	Individual Review & Support 10.3 1. AM group 8.35-11.10 2. PM group 12.15-14.50	Individual Review & Support 10.4 1. AM group 8.35-11.10 2. PM group 12.15-14.50
W/C 22/06/20	Staff only	Individual Review & Support 10.5 1. AM group 8.35-11.10 2. PM group 12.15-14.50	Individual Review & Support 10.6 1. AM group 8.35-11.10 2. PM group 12.15-14.50	Individual Review & Support 10.7 1. AM group 8.35-11.10 2. PM group 12.15-14.50	Individual Review & Support 10.8 1. AM group 8.35-11.10 2. PM group 12.15-14.50

We will review the first two weeks and take feedback from staff and students which will help to inform our provision for subsequent weeks.

How will I know my child will be attending?

You will be contacted confirming the time that your child is expected in school but you can see in the table above when each form will be attending so it will be on that day.

Will the school be cleaned throughout the day?

Surfaces which are frequently touched will be cleaned throughout the day. This has already been happening because we have been open all along for children of key workers and other children who need additional support. There will also be cleaning between the AM group leaving and the PM group arriving.

What about social distancing and hygiene?

We will expect students to adhere to the 2m social distancing rules and signage around the building will help to remind everyone of this. Given the small number of students in school at any one time this will be achievable. Students will have their own work area and are expected to bring their own equipment which must not be shared with anyone else to avoid cross contamination. We will operate a one way system which will be marked out on the floor and we will expect students to follow.

Frequent hand washing will be encouraged throughout the day and toilets will be supervised by staff. Students will be asked to wash their hands on arrival at school and after sneezing or coughing. They will also be reminded of the 'Catch it, bin it, kill it' slogan and tissues will be available in every classroom. As an additional precaution, sanitisers will be in every classroom and in other high traffic areas around the school.

Classrooms will be kept well ventilated and where possible, doors will be left open to avoid the touching of handles.

Students will be met when they arrive at school and on the day that they arrive for the first time will have a briefing to explain all of the protocols to them.

We all have a part to play in ensuring the health and safety of everyone else. We will, of course, expect excellent behaviour from our students and have requirements about uniform and tying long hair back. **In this regard, we ask that you go through the enclosed Home/School Agreement with your child, provide us with three contact names and numbers and sign the agreement please. Your child will need to bring this with them the first time they are invited into school. The three contact numbers must be provided as, to protect your child and everyone else, it is essential that we can contact someone quickly in the case of emergency. Consequently, a completed form will be a condition of your child coming into school. Thank you for your support with this.**

What about wearing PPE?

DfE guidance states that PPE is not required to be worn in school, unless staff are dealing with first aid. Some staff and students, however, may choose to wear face coverings; this will be their right and choice to do so.

How will we ensure social distancing of adults on site?

Parents will not be allowed on site without a prior arranged appointment and should not, therefore, call into reception on spec. If any parents are dropping off their children, this must be done away from the school site and access will not be permitted onto the staff car park. Parents should not gather at entrance gates or the bus pull in.

If it is unavoidable to have contractors on site, they will be in areas away from the students and they will follow the social distancing rules set by the school. We will also ask to see their own risk assessment.

Will home learning continue for those children not in school?

Home learning will continue for those year groups that are not in school and also for year 10 on the days when they are not in school. Please note the government guidance states that home learning will continue to be the predominant form of education delivery for year 10 and as highlighted earlier in my letter, we are urged to limit the number of students in school at any one time. Interaction on-line during the days that staff are teaching in school will be reduced as clearly staff cannot do two jobs at the same time.

What about key worker and vulnerable student provision?

We will continue to provide for this group of students in all year groups in the manner that we have been doing so to date.

What if my child is unwell, what should I do?

If your child is unwell, they should not attend school. Students, or any visitors, such as parents with an appointment will be told not to enter the school if they are displaying any of the symptoms of Coronavirus. Please be overly cautious and keep your child at home and follow the guidance for self-isolating. If a student in a group tests positive for Covid19, then all people associated with that group will be informed and asked to self-isolate for 14 days.

If your child presents as unwell, for whatever reason, whilst they are at school, they will wait in a quarantined area until you have been contacted. It will then be your responsibility to collect your child from school or provide us with authorisation that they can make their own way home.

What if my child lives with someone who is shielding? (people in this clinically extremely vulnerable group will have been contacted by the NHS)

Children in the above category should **not** attend school.

What if my child lives with someone who is vulnerable?

If a child lives with someone who is vulnerable but not clinically extremely vulnerable, including someone who is pregnant, they **can** attend school.

What about travelling to school?

Please be aware that in line with government guidance, students should avoid public transport and where possible complete the journey on bike or foot. If it is absolutely unavoidable and your child can only travel by bus then students will be requested to fill the seats from the back of the vehicle first to minimise contact with others, while adhering to social distancing guidance. Buses will be operating with a significantly reduced capacity to meet social distancing guidelines. This capacity is not flexible and once reached, additional passengers will not be permitted to board. Under these circumstances, TfGM have told us that seats on Yellow School Buses can no longer be guaranteed. The fact that we will be asking only a small number of students to attend school at any one time should help this situation. If your child must use the bus TfGM have requested that they follow the government guidance on safe travel and wear a face covering.

The guidance can be found here:

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

When walking to and from school, the social distancing measures should be adhered to as there is an increased risk of community transmission when young people are moving around. No more than two people should walk together, keeping 2m apart from each other and any other people. Please reiterate this with your child.

If cycling to school, please ensure you speak to your child about doing so safely. Traffic may be lighter and so there is a danger of complacency and this is when accidents may happen. Bikes should be safe and roadworthy and a cycling helmet should be worn. Cyclists should be aware of and respectful of other road users. The following link directs you to a series of videos about how to cycle safely <https://www.britishcycling.org.uk/commuting>

This is an unprecedented situation and we are taking difficult decisions that will not suit everyone. Thank you for your support, patience and help in keeping your child and the school community as safe as possible. It is really appreciated. Please complete the Home/School Agreement with your child and ensure they bring it with them the first time they are in school.

Yours faithfully,



Mrs H J Phillips
Headteacher