

Connect and Consolidate Programme

Plan for wider reopening of School to YR10 and YR12 Students

TIMELINE

Week Beginning	Face to Face Activities
15/06/20	Staff Training/ Curriculum Time
22/06/20	Pastoral Week (Mon-Thurs)
29/06/20	Teaching Week 1 YR10 Core Subjects YR12 Scheduled Subjects
06/07/20	Teaching Week 2 YR 10 Options Subjects (Virtual) YR12 Scheduled Subjects
13/07/20	Teaching Week 3 YR10 Core Subjects YR12 Scheduled Subjects

STAFF TRAINING/ CURRICULUM TIME - Week Beginning 15/06/20

- Small groups of staff (Faculties) scheduled to attend school for staff training and curriculum time.
 - Smaller faculties grouped together.
 - Groups attend 1 x 2.5 hour morning or afternoon session.
 - All facilities set up to meet social distancing requirements.
1. Safety Briefing – Staff taken through safety measures in place.
 2. Staff Training – Google Meets/ Remote Learning Training
 3. Curriculum Time – Opportunity for faculties to spend some time planning immediate curriculum plans and/or longer-term plans for September and beyond.

Detailed Logistics

AM Sessions 9.30- 12.00

PM Sessions 13.00- 15.30

Arrival

- Staff should arrive in good time for their session and make their way via reception and the front stairs to 209.

- Staff should observe social distancing as they move through school.
- 209 has been set up to meet the appropriate social distancing guidance for staff seating and teaching zone. On the door of each room in use the maximum capacity will be clearly marked.
- Staff will remain at the same desk and use the same computers throughout the session.
- Room 209 will be deep cleaned between each session.
- Staff will have access to the staffroom, learning development, outside courtyard area and toilets. Staff will be expected to continue to follow social distancing/ health and safety guidelines when using these spaces.
- Should faculties wish to remain on site beyond the designated session time, they will need to request this in advance via their SLT link so that appropriate planning and preparation can take place.
- At the end of each session, unless previously arranged, staff should leave the school site.

PASTORAL Meetings - Week beginning 22/06/20 (Mon-Thurs)

All Students receive a safety briefing and 1 to 1 pastoral interview.

YR10 first session at 10.15am and then staggered intervals

- YR10 divided into 4 groups – Ability groups that will attend on the same day each week.
- All students will have scheduled appointments with staggered starting times (Groups of 10 students at a time)
- Each Group will have a briefing in the chapel followed by mentoring in the hall.

YR12 first session 9.15am and then at staggered intervals

- Similar arrangement for Yr12 (Groups of 5 students at a time)
- Completely separate entrance/exit and venue to YR10.
- Briefing and Mentoring in the Library

Detailed Logistics

Staff Briefing

- There will be a staff safety briefing in the Old Chapel at 8.30am each morning.

YR10

Arrival

- The pupils will be met at the gate by a member of staff and escorted to the chapel staircase.

- This area will be marked to ensure they wait in line 2Ms apart
- Students will have their temperature taken and use sanitiser for their hands.
- They will take a seat in the chapel once their temperature has been confirmed as OK. Any students with high temperatures will be isolated and then sent home.
- Students will receive a safety briefing/assembly will be delivered to them and then they will go, one at a time into the hall to sit with the teacher who will carry out their consultation.

Consultations

- Eleven consultation areas will be set up in the hall so that the students are socially distanced from each other and their teachers.
- Teachers will use laptops (?) to complete the consultation.
- At the end of the 30 minute consultation students will be dismissed one at a time from the hall.
- Staff will have access to the staffroom, learning development, outside courtyard area and toilets. Staff will be expected to continue to follow social distancing/ health and safety guidelines when using these spaces.

Dismissal

- They will exit via the swimming pool stairs and will go straight home from school.
- This procedure will be repeated a further three times each day so that the staff taking part see no more than four children a day.
- Each group after the first, will arrive whilst the previous consultation is taking place, and these pupils will be in a briefing whilst the previous group departs, thus minimising any opportunity for the pupils to come into contact with one another.

YR12

Arrival

- 2 metre markings will be in place from the underpass to school reception.
- SLT members on duty at the Gate and School reception.
- Students greeted on arrival and directed via student gate around the back to the Library area. Social distancing marking will be in place.
- Temperature checks will be done by SLT during line up. Any students with high temperatures will be isolated and then sent home.
- A safety briefing will be completed in room 110.

Consultations

- Each group of students will be transferred to the library for consultations.
- There will be 4 staff meeting 5 students each day.
- The 6th Form Team will meet with students causing concern.
- Teachers will use laptops (?) to complete the consultation.
- At the end of the 30 minute consultation students will be dismissed one at a time from the library.
- Staff will have access to the staffroom, learning development, outside courtyard area and toilets. Staff will be expected to continue to follow social distancing/ health and safety guidelines when using these spaces.

Dismissal

- They will exit via the back path and will go straight home from school.
- This procedure will be repeated a further four times each day so that the staff taking part see no more than five students a day.
- Each group after the first, will arrive whilst the previous consultation is taking place, and these pupils will be in a briefing whilst the previous group departs, thus minimising any opportunity for the pupils to come into contact with one another.

YR10 CORE SUBJECT WEEKS - Week Beginning 29/06/20 & 13/07/20

- YR10 divided into 4 groups – Ability groups that will attend on the same day each week they are required in school. (Monday-Thursday)
- 1 Core Staff member per subject each day.
- Each student group stays in same location and receives 4 x 1 hour sessions.
- Teaching tools rigorously cleaned between each lesson.
- SLT supervise breaks.
- Each group has own room, toilet and break space

	Group A	Group B	Group C	Group D
Session 1	English	Maths	RE	Science
Session 2	Science	English	Maths	RE
Session 3	RE	Science	English	Maths
Session 4	Maths	RE	Science	English

Example Daily Schedule

Detailed Logistics

Staff Briefing

- There will be a staff safety briefing in the Old Chapel at 8.30am each morning.

Arrival

- YR10 will have a staggered arrival time from YR12
- Student Groups A-D (Colour coded)
- 2 metre markings will be in place from the underpass to school reception.
- SLT members on duty at the Gate and School reception.
- Students greeted on arrival and informed/ reminded of colour coded groups, then directed to line up area at school reception.
- Line up area clearly colour coded and marked to ensure social distancing.
- Each colour coded group has their own specific pod within the school.
- Temperature checks will be done by SLT during line up. Any students with high temperatures will be isolated and then sent home.
- Students have been prompted to bring in their own equipment and packed lunch. This will be checked at the line up.
- When ready students will be escorted to their colour coded pod. Each pod has a specific route.
- Once students are in their colour coded pod they will remain in this zone until the end of the day.
- Students will be given a safety briefing by SLT at the start of each day.

GROUP	Access	Classroom	Staircase/ Corridor	Toilets	Break Space
A	Canteen Stairs	Cube	Canteen stairs Cube external stairs	Old Gym Changing Room	CCF Area
B	Through Reception	101	School Reception	Swimming Pool Changing Room	KS3 Playground

C	Around the back of PE via Quad	214	Back stairs	New Gym Changing Room	KS4 Playground
D	Through student services via Quad	309	Middle stairs	Student Services	Quad

Timings of the Day

	Timing
Arrival	9.30
Processing	9.30- 10.00
Session 1	10.00-.11.00
Changeover	11.00- 11.15
Session 2	11.15- 12.15
Break	12.15- 12.45
Session 3	12.45 – 13.45
Changeover	13.45- 14.00
Session 4	14.00- 15.00
Dismissal	15.00

During the day

- Students will remain in the same classroom throughout the day. Students will remain at the same desk throughout the day.
- Classrooms have been set up to meet the appropriate social distancing guidance for student seating and teaching zone. On the door of each room in use the maximum capacity will be clearly marked.
- Staff will rotate around the pods to deliver lessons. During the breaks between lessons, teaching tools will be cleaned.
- In the event of poor weather students will remain in the classroom at their assigned desks during break times.
- Break times will be supervised by SLT who will collect and escort students.
- Each pod will have its own toilet area and route to and from this facility. Staff to ensure only one student uses the toilet at a time.
- In case of any emergencies staff will be permitted to use their mobile phones to contact SLT. SLT numbers will be provided to staff.
- Any student displaying symptoms or becoming unwell during the day should be sent to student services.
- Staff will have access to the staffroom, learning development, outside courtyard area and toilets. Staff will be expected to continue to follow social distancing/ health and safety guidelines when using these spaces.

End of the Day

- Staff will assist SLT in escorting students via the appropriate route to the gate for dismissal. Groups will be dismissed in an orderly fashion.
- Staff to feedback any concerns or issues experienced to SLT by email on the day so that these can be addressed.

YR10 OPTIONS SUBJECT Week (Virtual) - Week Beginning 06/07/20

- Options subjects will receive one scheduled virtual face to face session with each teaching group.
- Google Meets will be used to deliver virtual session.
- Session will last up to 2 hours.
- Faculties to clarify the use of virtual face to face sessions

(e.g. addressing knowledge gaps, review and consolidation of prior remote learning or sharing plan and expectations for ongoing and summer work.)

- Behaviour and safeguarding guidelines sent out to staff, pupils and parents in advance.

YR12 SUBJECT SCHEDULE - Week Beginning 29/06/20 – 13/07/20

- YR12 subjects scheduled over 3 weeks. The schedule will complement the YR10 programme.
- Each subject gets 1 day with students (4 hours)
- Sessions can be split 2 x 2hours for shared groups.
- Sessions will take place in the library.
- On days where there are 2 small groups in, 110 will be used as well, but the 2 groups will not mix.
- YR12 Group have own entrance/exit, venue, break space and toilet.
- Teaching tools rigorously cleaned during changeover if shared teaching is taking place.

Detailed Logistics

Staff Briefing

- There will be a staff safety briefing in the Old Chapel at 8.30am each morning.

Arrival

- YR10 will have a staggered arrival time from YR12
- 2 metre markings will be in place from the underpass to school reception.
- SLT members on duty at the Gate and School reception.
- Students greeted on arrival and directed via student gate around the back to the Library area. Social distancing marking will be in place.
- Temperature checks will be done by SLT during line up. Any students with high temperatures will be isolated and then sent home.
- Students have been prompted to bring in their own equipment and packed lunch. This will be checked at the line up.
- When ready students will be escorted into the library.
- Students will be given a safety briefing by SLT at the start of each day.

GROUP	Access	Classroom	Staircase/ Corridor	Toilets	Break Space
YR 12	Student Gate Back Route to Library	Library	N/A	YR7 Toilets	Loyola Court School Field

Timings of the Day

	Timing
Arrival	10.00
Processing	10.00- 10.30
Session 1	10.30-.11.30
Changeover	11.30- 11.45
Session 2	11.45- 12.45
Break	12.45- 13.15
Session 3	13.15 – 14.15
Changeover	14.15- 14.30
Session 4	14.30- 15.30
Dismissal	15.30

During the day

- Students will remain in the library throughout the day. Students will remain at the same desk throughout the day.
- The library has been set up to meet the appropriate social distancing guidance for student seating and teaching zone. On the door of each room in use the maximum capacity will be clearly marked.
- Where subjects are being taught by more than one member of staff, the teaching tools will be cleaned during changeover.
- In the event of poor weather students will remain in the library at their assigned desks during break times.

- Break times will be supervised by SLT who will collect and escort students.
- YR12 have their own toilet area and route to and from this facility. Staff to ensure only one student uses the toilet at a time.
- In case of any emergencies staff will be permitted to use their mobile phones to contact SLT. SLT numbers will be provided to staff.
- Any student displaying symptoms or becoming unwell during the day should be sent to student services.
- Staff will have access to the staffroom, learning development, outside courtyard area and toilets. Staff will be expected to continue to follow social distancing/ health and safety guidelines when using these spaces.

End of the Day

- Staff will assist SLT in escorting students via the appropriate route to the gate for dismissal. Groups will be dismissed in an orderly fashion.
- Staff to feedback any concerns or issues experienced to SLT by email on the day so that these can be addressed.