



## EXHALL GRANGE SPECIALIST SCHOOL

1<sup>st</sup> August 2020

Dear Parents and Carers,

I hope that you continue to be safe and well and are enjoying the summer. As I mentioned in my previous letter, I would continue to update you regarding our plans for full opening in September.

This letter is detailed and lengthy, but please take the time to read all of the information provided and share with our pupils to help prepare them for their return.

We have prepared a risk assessment under the guidance of DfE documentation and the Local Authority in order to make Exhall Grange as safe as possible for all pupils and staff. Please take time to read this on the website. It will hopefully allay any anxieties you and your families may have around returning to school.

This letter will help you understand what the return to school will look like and outline the systems and processes designed to keep everyone safe and at the same time providing an opportunity for a full curriculum to be taught.

To ensure that pupils get access to specialist teachers/ support staff and stay safe, the following key measures underpin how we will work and **MUST** be supported by all pupils, staff and parents/carers.

Key measures:

- Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- Clean hands thoroughly more often than usual
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- Ensure enhanced cleaning takes place, including frequently touched surfaces often
- Minimise contact between individuals and maintain social distancing wherever possible

**It is vital that all members of our school community adhere to these measures**

### September start details

In order to make sure that all of our young people have the opportunity to accustom themselves to the new ways of working in school, it will require careful planning. We have therefore arranged the following staggered start to the new academic year:

#### Thursday 3<sup>rd</sup> September

Half of each class in Primary (Mrs Hughes is contacting all primary parents directly to inform parents which half their child is in) Year 7, Year 10 and Year 12 **only** are to attend school.

On this day the work will be based around a 'recovery curriculum' and will be led by class teachers and form tutors

#### Friday 4<sup>th</sup> September

The other half of each class in Primary, Year 8, Year 9, Year 11 and Year 13 **only** are to attend school.

On this day the work will be based around a 'recovery curriculum' and will be led by class teachers and form tutors

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Headteacher: Mrs Christine Marshall

Monday 7<sup>th</sup> September

All pupils to attend school.

#### Start and End of day

- The senior leadership team and other designated staff will organise and monitor taxi time.
- There will be three entrances and exit points:
  1. The blue gates by Zoe's Place for primary pupils
  2. The transition doors for Key Stage 3 pupils
  3. The green gates by the York building for Key Stage 4/5 pupils

#### Lesson times

- All pupils will remain in bubbles when they are in school
- Primary pupils will be in class groups
- Key Stage 3 and 4 will be in year groups and Key Stage 5 will be split up into two bands
- All classrooms have been rearranged with forward facing desks

#### Recreation times

- Break times and lunchtimes will be spent in bubbles
- Designated areas have been identified for all bubbles both wet and dry areas
- Lunch will be eaten in classrooms and a hot or cold packed lunch will be available from the kitchen and brought to the classroom, if you choose to use this service
- A strict cleaning regime has been identified to support these arrangements

#### Other arrangements

- There will be no use of lockers temporarily. Time will be allocated for pupils to empty any belongings they left in school
- We will also not be using pegs outside the classroom, so please could belongings be kept to minimum essentials
- Further to this could all pupils bring in their own basic stationery items for their own use only
- Water bottles need to be brought in as no water cups will be available
- There will be frequent hand washing and sanitising. Pupils need to be aware that this is mandatory and for their health and safety

I know that our pupils will have many questions for us, and I hope that they will be answered on their first day in school. They will be carefully guided through our new arrangements and will be given time to absorb everything.

I will continue to keep you updated especially should there be any changes before September. If however you have any immediate concerns or queries, please do not hesitate to contact school. This is better done via email as it can be picked up quicker.

With best wishes for a good summer break and we look forward to welcoming our pupils back in September



Chris Marshall  
Headteacher