


Keeping in Touch Days – A guide for students and parents



National Support School
designated by

National College for
Teaching & Leadership



This school reopening plan has been produced in conjunction with the DfE guidance relating to wider school reopening and the RHS Covid-19 Risk Assessment.

The purpose of this document to provide you with a good understanding of what safety measures have been put in place to limit the risks to your child when they come into school.

DfE - <https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-secondary-schools>

Before school

Attendance

If you choose not to send your child into school on their allotted session. You will receive a text message informing you that your child has not arrived and providing a link through to the location of the work/information they have missed.

Uniform

During the keeping in touch sessions, your child will be able to wear their own clothes. We recommend that they wear practical, comfortable and appropriate clothing.

Equipment

Your child will need to bring pens and pencils with them to their session.

Travel

School buses will not be running for the partial re-opening. You will need to make your own way to school. The government have recommended that walking, cycling and being dropped off in a family vehicle are currently the safest ways of travel.

Arriving at school

When your child arrives at school, they will come straight to student reception. From there, there will be staff on hand to direct students to the sports hall where they will wait for their form tutors to collect them.

Entry

We will endeavour to get students into the building as quickly as possible. However, if there is a short wait, we will expect students to wait patiently and adhere to social distancing guidance – there will be visual reminders in place to guide the students.

There are hand washing facilities at the front entrance for your child to use upon entry. Further handwashing stations are strategically located throughout the site. Your child will be expected to use these facilities often but particularly when moving into a new area of the school.



Corridors

Students will be expected to move from one location to another without congregating or socialising. Students must walk on the left-hand side of the corridor. Staff will be on hand to ensure that all students are practising effective social distancing.

Sessions

Environment

Your child will be taken to a room by their form tutor where they will stay for the entirety of their time in school.

All of our classrooms have been altered to adhere to government guidance. This includes:

- All students being 2 metres apart.
- No more than 10 students in a classroom.
- All excess furniture has been removed.
- Hand washing/ sanitizing facilities in every classroom.



Behaviour for Learning

The time your child spends in school will be limited but we hope all students engage and make the most of the feedback and guidance provided by our staff. However, if this isn't the case, teachers will continue to use the school's 'remind, warn, move and remove' system. Any breaches of the 'behaviour for learning' expectations will be communicated to parents.

Toilets

Toilets will be available to students in the Central Atrium. These toilets will be continuously checked and cleaned throughout the day. Students will be expected to follow the social distancing measures in place and will be prompted to do so by staff and appropriate signage.

Other important information

When is my child due to be in school?

You will receive a personalised letter that gives the exact days and times your child needs to be in school. This has been decided by your child's Form Group. You can also check the table below

Monday 29th June	9/1	9/2	9/3	
Tuesday 30th June	9/4	9/5	9/6	
Wednesday 1st July	9/7	9/8	9/9	9/10
Monday 6th July	7/1	7/2	7/3	
Tuesday 7th July	7/4	7/5	7/6	
Wednesday 8th July	7/7	7/8	7/9	
Thursday 9th July	7/10	7/11	7/12	
Monday 13th July	8/1	8/2	8/3	
Tuesday 14th July	8/4	8/5	8/6	
Wednesday 15th July	8/7	8/8	8/9	
Thursday 16th July	8/10	8/11	8/12	

End of the school day

At the end of each session, groups will be released in 5-minute intervals to avoid a mass gathering outside of the building. Students will be encouraged to leave the site and go home immediately.

What happens if I become unwell at school?

If your child develops symptoms throughout the session, the student will be expected to let a member of staff know immediately. First aid staff will then take the student to an isolated space and parents/carers will be contacted so that they can be picked up. We would also recommend that all the members of the household proceed to follow the government Test and Trace guidance which can be found here:

<https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

My child is currently accessing the key worker provision.

If your child is currently attending our Key Worker/ Vulnerable provision, they will attend the keeping in touch session at their allotted time before returning to the key worker provision.