



25th August 2020

New School Term Opening Arrangements 2020-2021

Dear Parent/Guardian,

Assalaamu Alaikum / May Peace Be Upon You

I pray that you and your family are safe and well and that your child is enjoying a restful summer. Aameen.

As you will be aware, the Government has announced that all students will return to school full-time from September onwards.

Following the latest Government guidance, we have introduced considerable measures to ensure everyone in our school community is safe. In particular, students will study all subjects in their normal groups, but:

- Each year group will be considered its own 'educational bubble'.
- Students from the same year group will stay in one area of the school for all of their lessons. This is called their 'homebase'. However, they may use specialist rooms for some subjects such as Art and IT.
- Students will not be allowed to mix with learners from other year groups.

Please read the guidance on the next few pages and ensure that your child follows each of these expectations. We will share more information with your child when they return to school.

In particular, we need your child to follow each of the rules outlined below (for all students):

1. Only attend school if you and all members of your household do not have Covid-19 related symptoms.
2. Wear a mask or face covering if using the school bus or public transport.
3. Arrive to school and leave to go home at the designated time. Do not congregate in school at the end of the day.
4. Use a sanitiser to disinfect hands on entering and leaving school and each lesson within the day. Wash hands with soap regularly during the day.
5. Stick to your 'bubble' and homebase at all times.
6. Avoid physical contact at all times. No hugs, shaking hands etc. Maintain as much distance from others as possible.
7. In the classroom, do not move the table or chair. Avoid touching displays and other surfaces. Wipe specialist equipment before and after use.
8. At break and lunchtimes, go outside (if weather is good) or designated venue (if weather is poor). Maintain a safe distance from others.
9. Do not share belongings (stationery, food etc) with others.
10. Use your designated toilets only. Only enter the toilets if there is a free cubicle.

We really appreciate your support with this. If you have any concerns or queries, or need support in any way, please contact the school.



Please remember the school in your prayers. Aameen.

Yours sincerely,



A Hussain

Associate Principal



School Opening for the new Academic Year

Following the summer holidays, school will re-open as outlined below.

- All students will start school on Tuesday 1st September.

Arrival and Leaving

There are special arrangements to ensure that all students arrive and leave as safely as possible.

- To reduce crowding on entering, students will arrive and leave at staggered timings and using different entrances.

First Day Timings Only - Tuesday 1st September

Our first day back at school is Tuesday 1st September 2020. This year we will begin our first day at different times to enable us to facilitate and prepare all of our students. Please see the times below for the expected time your child is expected to arrive to school in full uniform and have all the necessary equipment ready to learn.

Year Group	Time expected at school	Time expected to leave school
7	7:45am via the main Entrance – Whitehead Rd.	3:00pm via the main Entrance – Whitehead Rd.
8	11:00am via the rear Entrance – Prestbury Rd.	3:10pm via the rear Entrance – Prestbury Rd.
9	11:30am via the main Entrance – Whitehead Rd.	3:10pm via the main Entrance – Whitehead Rd.
10	10:20am via the rear Entrance – Prestbury Rd.	3:00pm via the rear Entrance – Prestbury Rd.

It is important all students arrive to school at the allocated time and begin the year with the very high expectation our school has set. Please continue to support us to ensure your child has a successful start to the new academic year by ensuring they arrive on time and are fully equipped with all necessary equipment to be successful during their time at our school.

- **These timings will apply from Wednesday 2nd September**

<u>Year</u>	<u>Arrival</u>	<u>Leaving (if no intervention)</u>	<u>Entrance/Exit</u>
7	7.55am	3.10pm (11.55am on Friday)	Whitehead Rd
8	7.45am	3.00pm (11.55am on Friday)	Prestbury Rd
9	7.45am	3.00pm (12.05pm on Friday)	Whitehead Rd
10	7.55am	3.10pm (12.05pm on Friday)	Prestbury Rd

- Where families have siblings, students should arrive at the designated time for the younger sibling.
- Once main school students arrive, they should report immediately to their designated registration venue. Students must not congregate in corridors or canteens.
- Unless your child has a medical need or other vulnerability, parents should avoid coming to the school reception. If you need to do this, please drop off your child after 8.05am.
- Upon entering school, students will be asked to use a hand sanitiser.



- Students must wear a mask or face covering if using public transport (or sharing a car with someone outside of their household).
- At the end of the day, students will be asked to use the hand sanitiser before leaving their final lesson.
- To reduce crowding on leaving school:
 - Once students are dismissed, they should immediately leave the building and school grounds. Students must not wait inside the school building.
 - Unless your child has a medical need or other vulnerability, parents should avoid coming to the school reception. If you need to do this, please collect your child after 3.10pm.

Uniform & Equipment

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- All students will wear the full uniform.
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- The school now has a new uniform supplier called Stevensons. For more information, please visit: www.stevensons.co.uk. My Uniform Hub will continue to provide uniform whilst stocks last. Parents are requested to continue to order their uniform for their children and provide your Head of Year proof of purchase if uniform has not been received before the first day back of school. We will aim to support parents if their child has not received their uniform with their proof of purchase. Please see the separate uniform letter for further information.
- Shoes must be plain, black, traditional in style and have a flat sole. They should be a plain design with no logos, decorative buckles, coloured laces or stitching, labels, tags, studs or other decorations. Boots, trainers, plimsolls are not permitted.
- Students who have PE on that day will be allowed to wear their PE kit instead of the uniform.
- Students should only bring the necessary books and stationery for each school day.
- Students must not share stationery or equipment with others.
- The school will distribute hand sanitisers to all students which should be kept on their person at all times. If the hand sanitiser is lost, it is then the responsibility of the student to purchase a replacement.

Learning & Rooming

Students will follow their normal timetable in their usual groups with the specialist teacher for each subject.

- Students from the same year group will stay in one area of the school for all of their lessons. This is called their 'homebase'. However, they may use specialist rooms for some subjects such as Art and IT.

<u>Year Group</u>	<u>Homebase Area</u>
7	Main Building English
8	R-block Ground floor

<u>Year Group</u>	<u>Homebase Area</u>
9	Main Building Maths
10	R-block 1 st floor

- Students should go to their homebase area as soon as they arrive at school.
- All lessons, including form time, will be in rooms within the homebase. If a specialist room (e.g. IT room) needs to be used for the lesson, the teacher will escort students to the room.

Expectations in the Classroom/Bubble



There are a number of expectations that students should follow during lessons.

- Students will use a hand sanitiser on entering each lesson during the day.
- Students must not leave their homebase area unless given permission to do so.
- Students must sit in their designated place at all times. Desks and chairs must not be moved.
- Students should not touch displays or other surfaces unnecessarily.

Toilets

Each year group has an allocated set of toilets.

- At all times, including break and lunchtimes, students should use their designated set of toilets:

<u>Year Group</u>	<u>Toilets</u>	<u>Year Group</u>	<u>Toilets</u>
7	English corridor	9	Maths corridor
8	R-block opposite ICT	10	R-block opposite Pastoral office

- Students should only enter the toilet area if a cubicle is free.
- Students should use the designated sink when washing.

Hygiene

All students should maintain the best of hygiene at all times.

- There will be a hand sanitiser at the entrance of all rooms. Students must sanitise their hands at the start and end to all lessons.
- Students will wash hands with soap regularly during the day, particularly before and after eating and after sneezing, coughing or using the toilet.
- All surfaces in classrooms, toilets and dining areas will be disinfected regularly throughout the day.
- Specialist classrooms will be disinfected between each use.

Break and Lunch Time

To avoid year groups mixing, and minimise crowding, break and lunch times have special arrangements.

- There will be staggered timings for break and lunch times, as outlined below.

<u>Year</u>	<u>Break time</u>	<u>Lunch time</u>	<u>Locations</u>
7	10.05am-10.20am	12.20pm-1pm	Hot Canteen
8	9.10am-9.25am	11.15am-11.55am	Cold Canteen
9	9.10am-9.25am	11.15am-11.55am	Hot Canteen
10	10.05am-10.20am	12.20pm-1pm	Cold Canteen

- Students will queue with social distancing.
- Students will be asked to wash hands with soap before and after eating.
- Students are only permitted to use the Canteens if they are getting a snack or lunch. Otherwise, they will go outside to their designated outdoor space.
- Other than the Dining Hall, students are not permitted to be in the building during break time.



First Aid and Medical Room

Any student who falls ill or develops symptoms in school will go home.

- A student who is unwell will wait in the medical room and keep a safe distance of 2m from the supervising staff before being collected by a parent.

Students or Staff who test positive for COVID-19

- If a student or member of staff develops the symptoms of COVID-19 (a new, persistent cough, high temperature or a change or loss of smell or taste), they will be sent home and asked to book a test.
- If someone tests positive, the school will contact Public Health England (PHE) and follow their guidance.
- Following advice from PHE, the school will contact parents via our text message service if your child has been in close or direct contact with someone who has tested positive, advising them to self-isolate for 14 days.

Remote Education (and Contingency for School or Local Lockdown)

- From September, all students are expected in school and there will be no online lessons.
 - However, if school is closed for a year group or for all students, the timetable will be delivered online.
 - In such circumstances, students will be taught online using Microsoft Teams by their normal teacher in their normal class groupings following their usual timetable.
 - If a student has been asked to isolate at home, they will also be able to access their lessons online.
 - In September, the school will provide each student with a pack containing their timetable, a guide to using Microsoft Teams and the 'codes' needed to join their classes. This would be used if school is closed or students are isolating at home and lessons are then delivered online.

Term Dates 2020-2021, Attendance & Holidays During Term Time

Please find enclosed a copy of the term dates for the new academic year.

- It is really important that students attend school fully. Each year, students with the worst attendance make less progress and achieve lower grades in their studies. This is why we will insist that students attend school fully and ask the Education Welfare Officer from the Local Authority to visit homes for students with poor attendance.
- As you know, the school is not allowed to authorise any trips abroad during term time unless there are exceptional (emergency) circumstances for the student concerned. Thank you for your support with this.



SCHOOL TERM AND HOLIDAY DATES

2020 - 2021

AUTUMN TERM 2020

Staff Inset Day	Friday 28 th August 2020
Bank Holiday	Monday 31 st August 2020
Re-open (for students) on	Tuesday 1 st September 2020
Mid Term Closure	Monday 26 th October – Friday 30 th October 2020
Closure after school on	Friday 18 th December 2020
Christmas Holiday	Monday 21 st December – Friday 1 st January 2021
<i>No. of openings:</i>	<i>74</i>

SPRING TERM 2021

Re-open (for students) on	Monday 4 th January 2021
Mid Term Closure	Monday 15 th February – Friday 19 th February 2021
Closure after school on	Thursday 1 st April 2021
Easter Holiday	Friday 2 nd April – Friday 16 th April 2021
<i>No. of openings:</i>	<i>59</i>

SUMMER TERM 2021

Re-open on	Monday 19 th April 2021
May Day Closure	Monday 3 rd May 2021
'Eid ul Fitr 1442 *holiday	Thursday 13 th and Friday 14 th May 2021
Mid Term	Monday 31 st May – Friday 4 th June 2021
Closure after school on	Friday 16 th July 2021
('Eid ul Adha 1442)	(Tuesday 20 th July 2021)
<i>No. of openings:</i>	<i>57</i>
<i>Total No. Of Openings</i>	<i>190</i>

* Eid holidays may be revised slightly according to the sighting of the moon.

