

**Arrangements for Full Re-opening of School to all Pupils**

**8 March 2021**

Following the government’s announcement that schools will reopen fully on the 8 March 2021, I am writing to share with you the arrangements we have put in place to ensure the safety of all staff, pupils and visitors to the school. These arrangements have been put in place following a robust risk assessment process.

We are looking forward to seeing all our pupils once again, but I would like to reassure you that the safety of our school community is our priority. We will continue to review the arrangements we have implemented at this stage and update you with any changes as and when we make them.

I can confirm that school will reopen to **all pupils on Monday 8 March 2021.** In preparation for this, we have updated our risk assessments that identify the risks associated with Coronavirus, specific to our school, and additional measures have been put in place to minimise those risks as far as we are able to. Our risk assessment for the full reopening of school will be published on our school website and we welcome any feedback on the measures we have put in place.

All staff and pupils will be expected to access testing if they develop symptoms of Coronavirus; rapid action will be taken should any test come back positive to ensure that the school continues to be a safe environment. The affected pupil or member of staff will be required to self-isolate at home for at least 7 days, with any pupils and members of staff they have been in close contact with (e.g. the rest of the pupil’s bubble) self-isolating for 10 days.

We recognise that some of you may have some concerns about your child returning to school and that this is an unsettling time for some children. We also understand that the past weeks will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please contact the school either by phone or via email to [admin@osborne.hants.sch.uk](mailto:admin@osborne.hants.sch.uk) .

**Allocating Pupils to a ‘Bubble’**

In line with Department for Education (DfE) guidance, the school has made arrangements for all children to attend school as part of a consistent group, often referred to as a ‘bubble’. These groups of pupils will remain together throughout the school day and will not interact with other bubbles in school. This is an important measure to limit the spread of any infection and will limit the number of interactions between pupils in school. Please note, siblings may be allocated different groups and this is supported by the DfE in their guidance.

Your young person’s bubble will be that same as it was in September 2020

**Attendance**

From 8 March 2021, the normal rules around school attendance apply. We must therefore remind you of your legal duty to ensure that your child attends school regularly. The school have a responsibility to record attendance for all children and follow up absence.

**School Staff**

All school staff have been fully briefed on the arrangements in place for a full reopening. Some school staff may have been shielding during the lockdown and as such we will be supporting them fully as they return to work. I would ask all parents/carers to bear in mind that some staff may have spent a considerable amount of time away from school and that this is also an unsettling period for those members of staff. We ask that our entire school community are patient with each other as we continue to adjust to this new way of life.

**Maintaining a Safe School Environment**

I would like to take this opportunity to remind you of the preventative measures the school has put in place in order to minimise the spread of infection.

As per the advice from the government, the following actions for infection control remain in place:

* Displaying Coronavirus infection control measures information posters around the school
* Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
  + Before leaving home
  + On arrival at school
  + After using the toilet
  + After breaks and sporting activities
  + Before food preparation
  + Before eating any food, including snacks
  + Before leaving school
* All classrooms and communal areas have alcohol-based hand sanitiser dispensers that contain at least 60 percent alcohol.
* Ensuring pupils and staff understand that they must cover their mouth and nose with a tissue before they cough or sneeze, then throw the tissue away
* Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual
* Telling staff to stay at home for at least 7 days if they develop symptoms of coronavirus
* Arranging classrooms so that children are seated side by side facing forwards and removing unnecessary furniture and equipment as much as practicably possible.
* PPE is provided for all classes to be worn by some staff dependent on the individual needs of each pupil. PPE will be worn when carrying out any personal care.

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

**Symptoms of Coronavirus**

As per the current NHS and government advice, you should keep your child at home for a period of at least 7 days if they develop coronavirus symptoms. Symptoms include a high temperature, a new continuous cough, and a loss of taste/smell.

Where symptoms continue after 7 days, or begin to worsen, you should call 111. If someone in your child’s household has symptoms, your child must self-isolate for 10 days from the day the other person’s symptoms started. This is because it can take 10 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

The school will insist that any child(ren) or member(s) of staff who show any symptoms that may be compatible with Coronavirus, book a test immediately. They will not be permitted to return until the test result is confirmed and the period of isolation is complete. In addition, guidance from the DfE states that a small number of home testing kits may be able to be distributed by the school in exceptional circumstances.

If someone you or your child has been in close proximity to has tested positive for Coronavirus, you may be contacted by the NHS Test and Trace service. Information on the NHS Test and Trace service is available here: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youre-contacted-after-testing-positive-for-coronavirus/>

If you think your child may have been exposed to, or has Coronavirus, please contact the school at the earliest opportunity.

**School Uniform**

From March 2021, all pupils will be expected to return to school in their full school uniform. In accordance with DfE guidance, uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. Our school uniform is vital in contributing to the ethos of the school and sets an appropriate tone for pupils to return to learning. Details of our school uniform policy are available on our website.

**School PE KIT**

Pupils will not be required to bring their full PE kit into school, only their trainers or footwear that they use for PE will be needed. This is because pupils will not be changing their clothes for PE, just their shoes.

**School Bags**

It is still recommended that we limit the amount of equipment pupils bring to school each day. Therefore only essentials can be brought to school by pupils, such as: lunchboxes, hats, and coats.

Please also provide your child with the following items in a pencil case which will be kept in school at all times for their personal use:

Pencil case or suitable container

Pencils

Colouring pencils

Felt tips

Rubber

Sharpener

Pritt stick

Writing pens

Ruler

All other stationery will be provided by the school. The above list only applies to those pupils who will use this equipment.

**Arrangements for the Start and End of the School Day**

The beginning and end of the school day are the busiest times for children and adults congregating together in one place, so maintaining safe distances within normal arrangements can be a challenge. We have not currently made any changes to the start and the end of the day, however, we will be implementing a staggered start and finish. The school day drop of time will be 8.45am to 9.15am and the pick-up time will be 3.00pm to 3.30pm. Your allocated times will be communicated to you, from the school office, before the end of next week for the parents/cares who are transporting their young people. Where a young person comes on school transport, you will be contacted by the contractor or HCC to inform you of the drop of and pick up times.

**Transport**

If you and your child travel to school using public transport, we must remind you that it is a mandatory requirement to wear a face covering unless you are exempt for reasons of health, age or equality. Full guidance is available here: <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#face-coverings>

**Arrangements for Breaktimes and Lunchtimes**

We recognise the importance for all pupils to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect of pupils settling back into school life, so we have made some adjustments to break and lunch times to ensure they can do so safely.

All pupils who have packed lunch will eat in their classrooms and then have a break outside, weather permitting, at an allocated time. Pupils receiving hot meals will eat their lunch in the main hall at staggered times and have a break outside, weather permitting, at an allocated time.

**The School Day**

To minimise the number of pupils and staff moving around school and mixing bubbles, we have made the following changes to the school day:

* In KS3 all pupils will remain in their bubbles, with their staff, and be taught the full curriculum by their class teacher in their classroom, apart from PE and Music. For these subjects they will have a specialist teacher who will go to their bubble. PE will be taught outside as much as possible
* In KS4 pupils will remain in their bubble and be taught the full curriculum, apart from PE.
* OsKings – Pupils at OsKings will be taught by Osborne staff. Stewart Lang and Ben Dlugokecki will be the two teachers on site, supported by 2 learning support assistants; Tara Jackson, Rebecca Ings. Caroline Irwin and Gillian James will continue to teach English and Science at OsKings respectively.
* Osborne College students will continue with their normal curriculum and offsite visits will start as soon as guidance allows.
* All interventions and specialist support will run as normal - Physio, hydrotherapy, SALT, VI, HI, ELSA and FEIPS.

**Visiting School**

If you need to speak to someone at school at any time, please contact us by phone or by email. You will not be able to speak to a member of staff face to face without making an appointment in advance. Appointments will only be made in exceptional circumstances so we can ensure that you and our staff are kept safe. However, virtual meetings are able to be arranged.

**Support for Pupils and Families**

We do not underestimate how difficult the recent weeks and months have been for you all and we will all have been touched in some way by the Coronavirus pandemic. We recognise the need to focus on pupils’ emotional wellbeing as well as their return to learning. The school’s normal support networks will be running as usual.

Parents may wish to seek support for themselves from the following support agencies:

* Samaritans – call free 24 hours a day on 116 123
* National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247
* Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged), or their free webchat is available at <https://england.shelter.org.uk/get_help/webchat>

I hope that these arrangements provide you with the information you need to support your child’s return to school. Pupils of a compulsory age must be in school unless a statutory reason applies, therefore, if you do have any concerns about the return to school that you would like to discuss with us, please contact us by phone or email.

**Sonia White**

**Headteacher**

**March 2021**