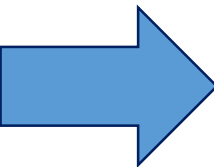


June 2020

SCHOOL RESTART



INDUCTION GUIDANCE
for
STUDENTS + PARENTS





Preparing for our new school environment

Strangford College has set strict guidelines for students on their return to school.

These guidelines aim to help students stay safe and healthy in their school environment that has changed significantly due to the COVID-19 pandemic.

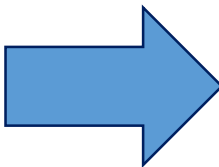
Cleaning

College Routines

General School Guidelines

Classrooms

Space Usage



Cleaning

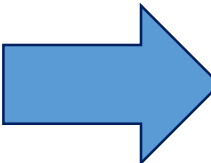


Enhanced Standards

The health and safety of our students and staff remains our highest priority. We will continue to monitor government guidance and implement any necessary changes as and when required.

While the building has been closed, we have had a deep clean of the main building performed by a certified industrial cleaner. There has also been a thorough clean of all blocks.

We have been implementing additional cleaning protocols to ensure exceptional hygiene standards.



College Routines

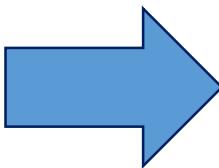
Different protocols. Same welcome.

Things will look a little different when you return to Strangford College and we hope you find our new measures simple and clear and that they reassure you.

In addition to signage and limiting the number of students accessing toilets at any one time, we have put some other measures in place which we hope will ease your concerns.

Students should take responsibility for their own personal hygiene and safety as they move around the school site.

We ask that all of our students work with us to ensure a safe and healthy school environment for us all.





Hand Sanitisation

We strongly request that all students wash their hands regularly, on arrival and throughout the school day (5-6 times)

1 Metre Apart

The current social distancing guidance of at least 1 metre must be followed by all students on the school site. Signage to remind everyone is displayed throughout the school.

Social Distancing

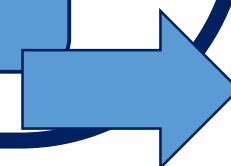
Seating capacity in classrooms will be reduced to ensure physical distancing is maintained. Seating and signage will be prepared in accordance with guidelines. Sitting directly opposite anyone should be avoided.

One Way Systems

A one-way system will operate in the main building, the Science and the Home Economics blocks, as well in the covered walkways.

Ventilation

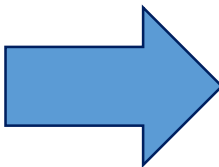
Windows in classrooms will be opened to ensure a healthy circulation of air between and during classes. Doors will not be propped open for Health and Safety reasons.





Timetable: Alternate Weeks

- An alternate week timetable will be in operation during Term 1.
- Classes will be split in half.
- Week 1:
 - half the class will attend school while the other half is supported with remote learning at home.
- Week 2:
 - the second half of the class will attend for lessons while the other half is supported with remote learning at home.
- Work to be completed at home will be carefully planned for and assignments will be set.
- This is not a week off school!!
- If you treat it as a week off school you will fall behind the other students in your class.

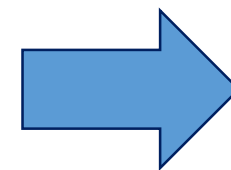




Return Dates*

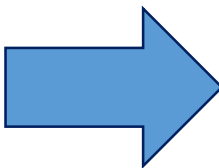
Dates	
Monday 24 th August	Induction Day: <ul style="list-style-type: none">• All Year 14 Students• 50% of school – all year groups 8 -13 (Group A)
Tuesday 25 th August	Induction Day: <ul style="list-style-type: none">• 50% of school – all year groups 8-13 (Group B) Study Day: All Year 14 students
Wednesday 26 th August	<ul style="list-style-type: none">• All Year 14 students• 50% Year 12 (Group A)
Thursday 27 th August	<ul style="list-style-type: none">• All Year 14 students• 50% Year 12 (Group A)
Friday 28 th August	<ul style="list-style-type: none">• All Year 14 students• 50% Year 12 (Group B)
Week beginning Tuesday 1 st September	<ul style="list-style-type: none">• All Year 14 students• 50% of school – all other year groups – Group A
Week beginning Monday 7 th September	<ul style="list-style-type: none">• All Year 14 students• 50% of school – all other year groups – Group B

***All these arrangements are subject to change in line with PHA and DE guidance.**



Social Distancing

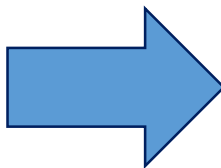
- The over-riding strategic objective of our Board of Governors is to achieve maximum face-to-face teaching time for all students at the earliest opportunity.
- Given the current social distancing rules of 1m for students and 2m for all adults in the school setting, school classrooms which are a regular size across all schools can only safely accommodate a maximum of 15 students.
- Resources and shelving units have been removed from our classrooms to enable social distancing and give extra space to circulate and allow entry and exit of the rooms.





Returning to School

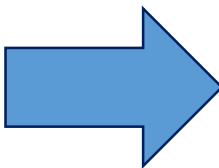
- The first day for each year group will
 - include a thorough orientation on the new protocols for hygiene and movement around the school
 - be focussed on pastoral care, giving attention to the mental health and wellbeing of our students.
- As an integrated College this is fundamental to our vision for realising the personal, spiritual and educational potential of all our students and we will work hard with our students to repair some of the impact lockdown may have had on your child's socialisation, mental health and wellbeing.
- Happy children and young people learn and do well so getting our student body back feeling confident and happy again in school will be our first priority.
- If you have any concerns about your child, please speak to their Year Head or Mrs Nadine Dorrian Assistant Deputy Principal and Head of Pastoral Care in the College.
- All our pastoral and counselling services will remain fully available to our students.





Attendance

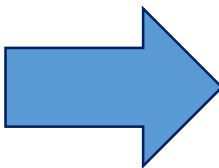
- You will be informed in August of your child's starting date.
- First day of Term 1 will be an orientation day. Your child will be given a timetable on their orientation day confirming their attendance weeks at school and their weeks for home learning.
- Classes will be split on an alphabetical basis, where possible, which should mean that siblings will attend school on the same week hence making transport and childcare arrangements more straightforward.
- An attendance record will be taken for both time in school and remote home learning. The engagement in lessons and work completed from home will give teachers a clear idea of which children are 'attending' to their school work albeit from home. These attendance figures will be carefully monitored by DE.
- I can assure you that our teachers have been working hard to review schemes of work and resources to plan for a blended approach to learning which includes 50% face-to-face teaching and 50% home remote learning.





Attendance

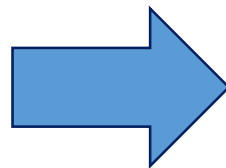
- The time your child is learning at home will be carefully planned for and assignments will be set. It is important that from the outset your child does not view this time as a week off otherwise they will be at risk of falling significantly behind their peers in their learning.
- If you are having difficulty in supporting your child and they are not engaging in home learning, please contact your child's form teacher immediately so that we can intervene early to get the support that you and your child need.
- We have been trialling some of the online video conferencing platforms over the last few weeks and have been training teachers in the use of these. Collaborate Ultra, the video conferencing tool supported on the C2K network in addition to Google Classroom will be used to support learning and teaching in Term 1.
- There are important safeguarding protocols around the use of video conferencing with children and these are outlined in our Child Protection policy.





Arrival and Departure from school

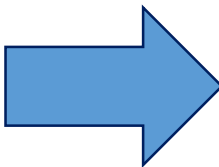
- All students will go immediately to their allocated registration room on arrival at school and will be supervised there until school starts. This will minimise interactions between students.
- At the end of the school day, teachers will release classes on a staggered rota and will escort them up to the bus and collection points to enforce the social distancing rules.





Uniform

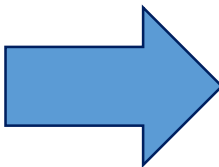
- DE guidance states that as schools are not considered high risk environments, school uniform can be worn.
- When in school, full school uniform must be worn at all times as outlined in the uniform policy available on the College website.
- Uniforms should be washed as normal.
- On days when your child has PE, they can wear regulation PE uniform to school. This should include warm clothing as all PE lessons will take place outside.
- During spells of bad weather a plain black coat/ waterproof can be worn over the school uniform. Other coloured coats/waterproofs are not permitted.





Practical Subjects

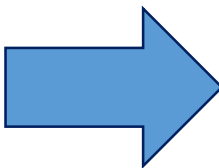
- Due to the risk of transmission of virus in sharing equipment and in the close proximity that students work in practical subjects such as Science, Technology, Home Economics, etc, these subjects will be delivered differently in Term 1.
- Practical subjects will involve demonstration and theory only.
 - This will be supplemented by pre-recorded video clips of demonstrations/ practical work which will be available online.
- There will be no practical work.





PE (Physical Education)

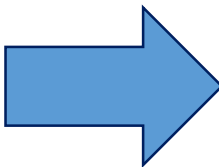
- In the interest of student wellbeing, there will be PE lessons in Term 1.
- There will be no contact sport or ball games.
- There will be power walks, runs, outdoor circuits, outdoor aerobics.
- These exercise activities can only take place outdoors where students can easily distance and where ventilation is high.
- To avoid students being in close proximity in changing rooms, students will come to school in PE kit on their PE days. This should include track bottoms and hoody, half zip or track top as they will be outside.





School Meals Provision

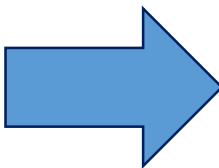
- Our school meals provision will operate a significantly reduced menu.
- There will be no Breakfast Club in the mornings.
- There will be no provision at break time.
- Lunchtime will operate on a collection service where lunch bags containing sandwiches, paninis, cold drinks, fruit salad and cookies will be delivered to classrooms.
- Children who are entitled to a free school meal will have the lunch bag options.
- The canteen will operate a cashless system and we encourage those parents not already signed up to Parent Pay to please do so.
- Our canteen will potentially need to be used for teaching space and due to the concern of maintaining social distancing while queuing for food and eating at tables, we have decided that students will eat lunch at their desks for this temporary period.





Break + Lunch – Years 8 to 10

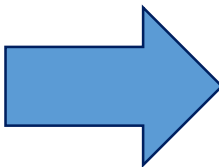
- Pupils in Years 8 to 10 will stay in their designated groups/ ‘protective bubbles’ throughout the school day, during class and at break and lunch times.
- Students will take their break in the classroom.
- Students if they wish can bring their own packed lunch to school.
- Students who are entitled to Free School Meals will receive a packed lunch from the canteen.
- Packed lunches ordered from the canteen will be delivered to classrooms.
- Students will eat at their desk using disposable containers, packaging and cutlery, which will be supplied as part of the canteen service.
- Students will be able to go outside at lunchtime in their ‘protective bubbles’ and will be supervised. This will be weather dependent.



Break + Lunch – Years 11 to 14



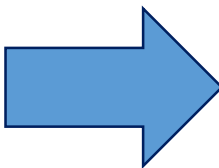
- Students will take their break in the classroom.
- Students if they wish can bring their own packed lunch to school.
- Students who are entitled to Free School Meals will receive a packed lunch from the canteen.
- Packed lunches ordered from the canteen will be delivered to classrooms.
- Students will eat at their desk using disposable containers, packaging and cutlery, which will be supplied as part of the canteen service.
- Students will be able to go outside at lunchtime but must observe the 1 metre social distancing rule at all times.
- Students will not be allowed to leave the school site at break or lunchtime.



ICT



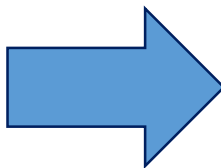
- We have been successful in our application to DE to get some additional laptop computers which include portable routers to give WIFI access where broadband is an issue.
- We have loaned all the school iPads for student use and have been successful in applying for various grants to secure additional devices over the summer break.
- We will also be using money from Family Fund which is money we use to directly support our students in their learning to purchase more iPads.
- Our Board of Governors have also committed that a significant contribution from the school allocated budget will be given over to purchase iPads to support our children in their learning.
- We will be in touch with families in August to distribute devices on a loan basis. These devices are all school managed and will be for the purpose of supporting children in their learning.
- The College Teaching for Learning policy has been amended for the duration of this health crisis to include information on blended learning and protocols around remote learning with particular reference to the use of video conferencing platforms.



Transport



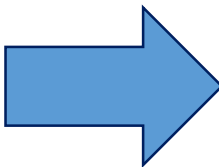
- EA will be issuing more details on school buses and taxis over the summer break.
- At this moment in time it is likely that there will be significantly reduced capacity on school and regular service buses. The social distancing rules of 1m for school children and 2m for adults must be observed on school transport.
- The EA are looking at plans to increase the numbers of bus runs across all schools in the morning and afternoon and this may disrupt the schedule and mean potentially earlier/later starts and earlier/later finishes for children relying on the school bus service.
- If you can make alternative arrangements to transport your child to and from school for this period we would strongly advise you to do so. This will ensure that for the week your child is in school they do not miss any valuable teaching time.
- You must however not car share with people outside your household to keep in line with government guidance.





Behaviour for Learning

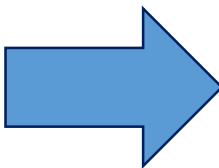
- Some amendments have been made to our Behaviour for Learning policy for the duration of this health crisis. The amended policy can be viewed on the College website.
- In the event that a child's behaviour results in the need for a behaviour sanction, we will not operate the C2 (a child has supervised learning over break/lunch) or C3 (a child stays after school for focus time).
- Instead, the policy states that the students will receive two warnings when they will have the behaviour explained and the opportunity to amend their behaviour. On the third instance the student will receive a behaviour point. If a student receives three behaviour points within a calendar month their parent will be contacted to discuss temporary removal from school for one day.
- In the event that a child engages in more serious behaviour where they deliberately cough, sneeze or spit at another child or staff member, the immediate sanction will be a period of suspension from school.



Child Protection and Safeguarding



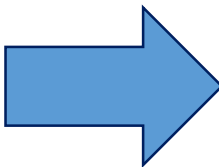
- Our Child Protection Policy has been amended for the period of this health crisis and the amended version is available on the College website.
- The policy includes reference on how to access counselling services for your child when they are learning remotely at home, as well as protocols for online learning, with particular reference to the use of video conference platforms to support learning.
- If you have any concern about a child, please follow the policy and make direct contact with a member of the Child Protection Team.





General School Guidelines

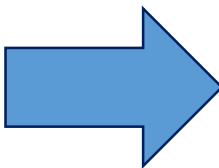
- Maintain social distancing:
 - 2 metres for staff – staff to staff and staff to students
 - 1 metre for students – student to student.
- There should be regular handwashing and sanitisation by everyone on the premises (at least 5-6 times per day)
- Follow the arrows and the one way systems in place.
- One way systems should be strictly adhered to.
- Students will remain in classrooms as much as possible and teachers will move from room to room.





General School Guidelines

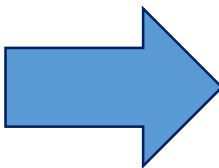
- School will be cleaned regularly to prevent potential transmission of the virus.
- There will be anti-bacterial/disinfectant wipes in all classrooms to wipe down areas.
- Hand sanitiser and handwashing stations will be widely available across the school site both inside and outside.
- Staff will maintain social distancing as students move around the school and when students leave class and between classes.
- Increased supervision will be organised to ensure students maintain social distancing.





General School Guidelines

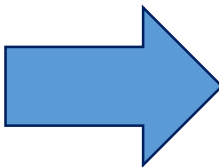
- Toilet access:
 - Re-designation of staff and student toilets
 - Traffic light system for staff toilets
 - Supervision for student toilets.
- Parents and carers should minimise their time on the school site. If a parent wishes to see a teacher it should be by appointment only.
- Visitors to the site will be kept to a minimum and be advised of school hygiene protocols.
- Risk assessments will be carried out and updated regularly.





General School Guidelines

- All vending machines will be out of use.
- Finger print readers will not be available as we will be operating a cashless school environment.



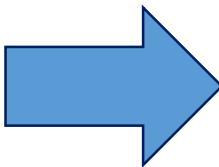


Classrooms

Different layout. Same feel.

Strangford College recognises that we have to redesign some of our classrooms and work spaces to allow everyone to follow government guidelines and to ensure their safety and well-being.

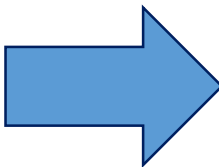
As mentioned in our “Cleaning” section, classrooms and workspaces will be cleaned nightly, paying particular attention to door handles, desks and chairs.





Classrooms

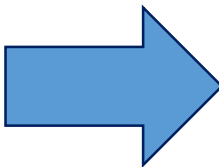
- Students should come fully equipped to school with pens, pencils, file paper, personal devices, etc.
- No equipment or resources can be shared.
- Spare equipment and resources will be provided for students who arrive to school without any.
- Textbooks, photocopies or handouts will not be shared
 - Textbook pages, etc. will be displayed on the board as far as possible.
 - Where possible, resources and workbooks will be digital.





Classrooms

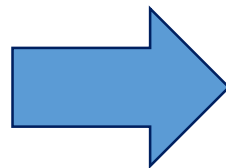
- Teachers will teach from the front of the classroom to follow the 2m social distancing rule that applies to all staff.
- There will be no 'at the elbow' support from teachers or learning assistants.
- Work will be submitted and marked electronically through Google Classroom.
- There will be no physical collection of work.





Classrooms

- Anti-bacterial/disinfectant wipes will be made available throughout the school to allow for frequent cleaning during the school day.
- Students will be encouraged to use the anti-bacterial/ disinfectant wipes to clean the areas they are working at, e.g. desk, chair and other surfaces they have touched.
- Students should use the toilets designated. This will help with trace and contact in event of a breakout of the virus.
- Sanitiser points will be placed outside classrooms and toilets.



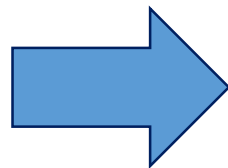
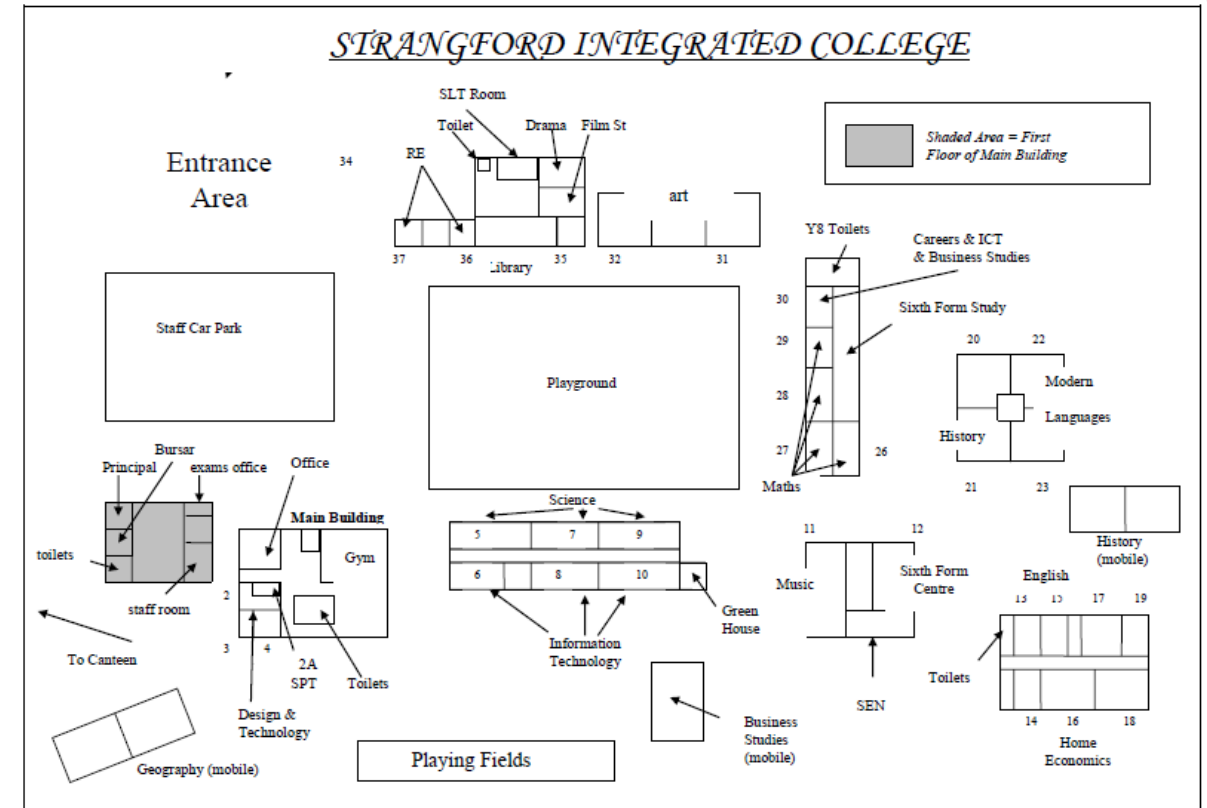


Space Usage

We will be reorganising rooms and other spaces around the College:

- to provide additional workspaces
- to allow students and staff to have a socially distanced work environment

Flexibility is key and we will work to support the needs of our students and staff as they arise.

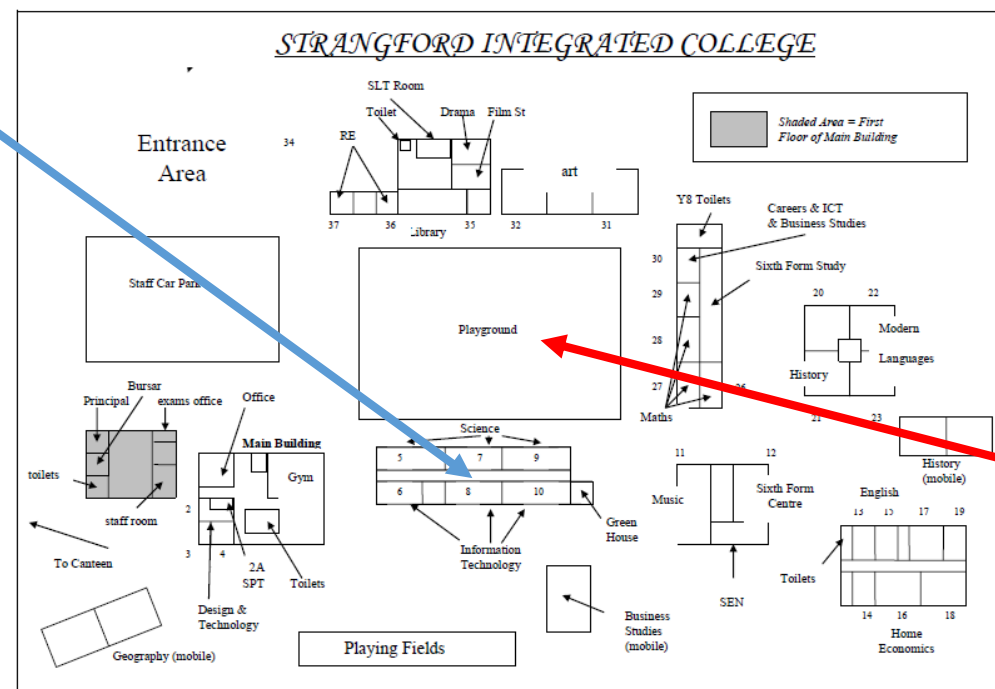


Space Usage



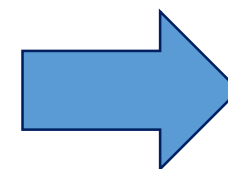
Year 11

There will be self-contained “protective bubbles” with specific areas and classrooms designated for year groups.



To maintain self-contained “protective bubbles” there will be designated play zones outside for class groups at lunchtime.

Play Zones



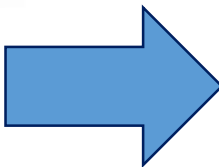


A Changing Picture!

Different challenge. Same spirit.

Things may change on a daily basis as we continue to think and plan in the best interests of our school community.

In addition to the guidelines we have set out in this document, we are constantly planning how we can do things better.



Dealing with Covid-19



A student displays symptoms in school

- In the event that your child shows symptoms in the form of a cough, temperature while at school, they will be brought to a well ventilated area and supervised by a First Aider.
- You will be contacted and must come immediately to collect them.
- You must then follow PHA guidance around self-isolation and must not send your child back to school until medical advice says it is safe to do so.

A student displays symptoms while at home

- If your child shows symptoms while at home, or a member of your household shows symptoms, you must not send your child to school.
- You must follow PHA guidance and keep your child at home until medical advice says it is safe to send them back into the school environment

OUR COMMITMENT TO YOU

Strangford College will continue to keep up to date on Government guidelines and PHA advice and will adjust our protocols accordingly. We will remain honest and open with our community as we move forward together.