



Bexley Grammar School
Danson Lane, Welling, Kent, DA16 2BL
A Specialist Language College
and IB World School
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Dear Year 10 Parent/Carer and Student,

As promised in my letter on Friday, here are some further details of how we will offer face to face contact with year 10 students from Monday 15th June. As you would expect, there is a great deal of information - please read it all carefully and ensure that your daughter/son is clear on which day of the week to attend and how to be prepared for that day.

However much detail this letter covers, there are bound to be some unanswered questions you may have as a student about additional details which we will be able to answer once you are in school. The information here should ensure that you know when to come in and what to bring.

What we have planned for the five weeks (for each of you therefore, a total of five days, the same day each week) from 15th June is, of necessity, a compromise between achieving some high-quality learning and keeping everyone safe. It is important to remember that remote learning will continue to be the primary mode of teaching and learning for the rest of this year and the only mode for non-core subjects.

Summary of how to prepare for your first day back in school

- Do not come to school if you have any relevant symptoms.
- Determine which day you are expected from your first language class (see below)
- Get your school uniform ready
- What to bring:
 - packed lunch
 - sufficient water to last the day
 - your own equipment: own pens, pencils, calculators, etc.
 - exercise books, etc. for English, maths, science, first language and geography or history
- Enter the school on your first day by the usual pedestrian gate and line up outside the language block where you will be directed to your classroom.

Journey to and from school

- If you are experiencing any of the Coronavirus symptoms you must not come to school under any circumstances, child or parent. You should isolate at home and arrange to have a test: [Stay at home guidance](#).
- You should avoid using public transport where possible. Instead try to walk, cycle, or be dropped off by car: [Safer travel guidance](#). If you do use public transport you must wear a face covering.
- The school day of 9:00 am to 3:00 pm will allow for missing the heaviest rush hour traffic. Parents accompanying children to school are asked to do so singly and to stay well away from the school if dropping off or picking up. (There are additional parking restrictions currently in force outside the school which will help to remind you to drop off and pick up well away from

the school gates.) A short walk from a drop-off/pick-up point further away or the other side of Danson Park would be a healthy way to begin the day in which you will spend most of your time in one room.

- Please note that parents will only be allowed on the school site by prior appointment.
- Year 10 and year 12 students will arrive through separate gates and routes into the school and will remain in separate areas all day until they depart separately the way they came, observing social distancing at all times. We have staggered departure by 5 minutes at the end of the day to minimising mixing on the journey home.
- Year 10 students finish at 3:00 pm and you should be off the school site by 3:05 pm and return home directly.
- Please remember that regular handwashing and good respiratory hygiene (“catch it, bin it, kill it”) are vital to reduce the risk of spreading this disease.
- Everyone should KEEP LEFT and keep their distance in corridors and on staircases in moving around the school.

The school day - Year 10

Arrive on the school site from 8:45 am.

Period 1:	9.00 - 9.50	
Period 2:	9.50 - 10.40	
Period 3:	10.40 - 11.40	(1 hour to allow for short breaks)
		p.4 lunch group has a 10 minute break at 10:40
		p.5 lunch group has a 10 minute break at 11:30
Period 4:	11.40 - 12.30	Lunch (2 classes)
Period 5:	12.30 - 1.20	Lunch (2 classes)
Period 6:	1.20 - 2.10	
Period 7:	2.10 - 3:00	Leave site by 3:05 pm

The timetable

You will attend school for one day per week as part of one quarter of the year group (48 students). **Your day is allocated according to your Language 1 subject** (French or German) as follows and will take place in L block :

- Monday - 10xFr1 (Mrs Orchard's class) and 10xFr2 (Miss Brand's class)
- Tuesday - 10xFr3 (Mr Street's class) and 10xFr4 (Mrs Douillet's class)
- Wednesday - 10yGm1 (Miss Reed's class) and 10yGm2 (Miss Anderson's class)
- Thursday - 10yGm3 (Mr Street's class) and 10yGm4 (Mr Auckland's class)

This is the day you will be expected in school and if you come in on any other day, you will be sent home. The design of this face to face contact is to preserve ‘bubbles’ of students that do not mix.

- Your class of 24 students will be split into 2 classes of 12 students and remain as that same group of 12 (bubble) for the day you are in school until the end of term. All lessons will take place in the same room and you will sit at the same desk.
- You will be taught by your Language 1 teacher as far as possible and then by teachers (subject specialists but not necessarily your usual teacher) from Maths, English, the Sciences and Geography or History.
- Your group will have a lunch break period 4 or period 5. Your group will also have a quick 10 minute break at the beginning or end of the extended period 3 (see *The school day*).
- **For the first week only, your day in the week beginning the 15th June, you should arrive at school via the pedestrian gate, no later than 8.45am.** You should walk directly down the side of the school past the G and J buildings to L block and form an orderly queue (2 metres apart) while being directed to the appropriate room for your group.

- In subsequent weeks, you should arrive at the same assigned room via the same route as week 1 in time for **lesson 1, in which you will be registered at 9:00 am.**
- A very small number of students (those that do not study Geography or History) will not have a lesson period 7 and will be permitted to leave school at the end of Period 6 (2:10 pm).

Lunch time

- The canteen is closed. You must bring your own packed lunch and eat only your own food.
- You should also bring your own water bottle(s), enough to last the day. If you need to refill your bottle, a water fountain has been assigned and hand sanitiser provided with signage to clean your hands before and after you use the tap.
- You will eat your packed lunch outside where possible (weather permitting) but not using the picnic tables because they are difficult to clean. In poor weather, you will eat at your desk in your classroom.
- Your designated outside area is the Le Feuvre playground and the grass nearby.
- Some outdoor sporting activities that allow social distancing to be maintained will be available should you wish to use them.

Uniform

- Students are expected in school uniform as usual for a school day.

Toilets

- You will be assigned specific toilet facilities, separate from other groups in school.
- You will be permitted toilet access during lessons throughout the day, so that there is not a sudden demand on the facilities at break or lunch time.
- Students will be expected to observe social distancing and wait outside in the corridor if there are no available spaces/cubicles

Equipment

- You must bring in their own pens, pencils, calculators, etc. There will be no opportunity to borrow or share equipment.
- Students should also bring in exercise books (new ones will be provided if required). These must remain with you throughout and be taken home. Teachers will continue to monitor work electronically.
- There will be no access to lockers during this period; your locker should be empty and remain empty.

General protective measures/logistical arrangements

- Any student who becomes unwell with Covid-19 symptoms will be isolated immediately and sent home as soon as arrangements can be made.
- First Aid cover is being provided as normal.
- Our school counselling service is available to support students.
- Enhanced cleaning regimes have been arranged to concentrate on fewer areas with more frequency, including toilet areas, door handles, desks, chairs, computer keyboards and mice, etc.
- Classrooms will be well ventilated and doors propped open.
- Current government guidance does not recommend use of PPE in schools but this guidance will be monitored closely. Staff and students, once in a classroom, should not normally be wearing a face covering.
- Signage regarding hand-washing, respiratory hygiene, social distancing, etc. will be prominently displayed in key locations. There will also be signage to clarify zones for groups of students and other logistical matters.

- There will be a maximum of 100 students on site on any one day. Fire evacuation procedures have been reviewed and revised; social distancing can be maintained safely in the event of a fire.
- Any student who deliberately contravenes social distancing or puts others in danger by disregarding infection control measures (eg. intentional physical contact, spitting, etc.) will be isolated immediately and sent home.

I hope this clarifies the plans for next week. I look forward to seeing you students from Monday onwards. It will be wonderful not to be working in a ghostly silent building!

Best wishes,



Steve Elphick
Headteacher

Appendix of references and further information:

If you are worried about sending your child back into the school environment and have further questions, please read this government guidance which has quick links on the left-hand side to help you find your topic of enquiry easily:

[Guidance for parents/carers about wider opening of schools](#)

This guidance provides useful reminders to students about the current expectations on social distancing:

[Staying alert and safe - social distancing guidance for young people](#)

A school risk assessment for wider opening of the school has been approved by the Local Authority, governors, staff and union representatives.

All arrangements in the school have been based on preserving, where possible, the hierarchy of controls issued by the government:

1. making sure that children and young people do not attend if they or a member of their household has symptoms of coronavirus (COVID-19)
2. promoting regular hand washing for 20 seconds with running water and soap or use of sanitiser and ensuring good respiratory hygiene by promoting the catch it, bin it, kill it approach
3. cleaning more frequently to get rid of the virus on frequently touched surfaces, such as door handles, handrails, tabletops, etc.
4. minimising contact through smaller classes or group sizes and altering the environment as much as possible, such as changing the layout of classrooms
5. reducing mixing between groups through timetable changes, such as staggered break times or by introducing staggered drop-off and collection times