

## Frequently Asked Questions about the phased wider opening for students at Howden School- Student version

The list below contains both parent/carer and student FAQs,

Question	Answer
Has a suitable risk assessment been completed?	School plans and risk assessments have been made using DFE and Public Health guidance documents and are subject to change in the light of any further information published. The risk assessment has been reviewed by the school governors and we have discussed these with school-based Trade Unions. We have also had a Health and Safety visit in line with our risk assessment from the LA and the Trust.
When is the school expected to open and to who?	If things remain the same as they are now, then the first day we can expect to see the phased wider reopening to students is 15 June. Prior to this, we are planning a well-being week for us to make sure that staff who may have indicated that they are fit to return have an opportunity to familiarise themselves with the new arrangements for the site and managing students. As Headteacher, I have a duty of care to make sure that staff who have declared themselves fit to work are able to do so. It is also an opportunity for staff to share any concerns they may have about coming back, give an opportunity for feedback on any plans in place and above all provide that reassurance that we are doing everything we can to keep everyone as safe as we can. It is also a time when I can make sure my expectations are clear to staff as well. We are offering places <b>to Year 10 students</b> , those who are in the vulnerable category (having support from social services or with an Education Health Care Plan) where it is considered most appropriate to do so and students of critical workers.
How will learning be organised at Howden School?	We are organising learning in what we are calling PODS. Each POD will have a designated group of students. When we have planned our rooming, we have taken into consideration the safe number of students for the size of classrooms. Students will be allocated to a pod based on where they are resident to mitigate any transport issues.
Will my work be marked in school?	No. The expectation is that work is taken home with the students as staff coming into contact with students' work could be a point of potential transfer. Students may leave work in a box at the end of the day to be kept quarantined for at least 72 hrs. It may be possible to build in opportunities for students to self-assess their work to ensure they receive some helpful feedback to remove barriers in their on-line learning.

Who can be in school?	At the moment, in line with the Governments ambition, we are offering places to Year 10 students, students who are in the vulnerable category (having support from social services or with an Education Health Care Plan where it is deemed appropriate provision) and students of critical workers.
What should I do if the fire alarm is activated?	We will change the procedures for Fire Evacuation and these will be displayed in each POD classroom. This will also be a feature of the Staff Induction / well-being week.
What about September opening?	I don't know what September will look like in Howden School, no one knows what September looks like in any school. At present, a week is a long time and a lot can happen that changes what might happen in a school. All I can say is that I, and the rest of SLT, expect to put plans in place for whatever September looks like and I don't expect they will be in place by the end of the academic year.
What if a student or a member of staff becomes ill in my pod during the day?	If a student or member of staff becomes ill during the day with non Covid 19 type symptoms, then they should be seen by a First Aider who will be called to your POD. If they feel ill they will be removed from the POD and monitored and home contacted as in a normal school day.
What if my child comes to school on a bus?	Our academy trust, TCAT, has been working with ERYCC transport department to ensure that social distancing rules and good hygiene are followed. We are assuming normal bus times will resume when phased opening returns but we are still awaiting final confirmation on this. When students leave the bus on the turning circle, they will be instructed to clean their hands before entering the school. Further guidance on this is available in the document "Transport Information for Parents/Carers"
Is it compulsory to send my child to school?	While attendance is encouraged, no family will be penalised, at the current time, if they choose not to send their child to school. If you decide not to send your child into school, we will endeavour to support their online learning but cannot guarantee the same level of support as previously. If you have specific concerns which are impacting on your decision to return your child to school, please contact us and we can offer some support. If your child will not be attending on a day when they are scheduled to be in school, please follow the usual absence reporting and let us know.
What happens if I have a child in another year group?	We are offering places <b>to Year 10 students</b> , those who are in the vulnerable category (having support from social services or with an Education Health Care Plan) where it is considered most appropriate to do so and students of critical workers. If you have children in different year groups or one in a class group (Y7-Y10) and another in a critical worker group, you will be given one

	<p>allocated time for drop off and pick up for both children. This time will be allocated by school to allow us to manage the numbers of people on the school premises.</p>
<p>Can I choose which pod my child is in?</p>	<p>No. There is no scope to move PODS once they have been set by staff. Individual requests to change groups will not be possible. PODS will be allocated on geographical location of students.</p>
<p>Who will teach my child?</p>	<p>It is anticipated that each class will have two adults with them at any one time. Teaching Assistant support will be available as will pastoral support but we cannot guarantee who that will be. It may not be a member of staff who would usually have contact with or teach your child. It will not be possible for students to be taught by all their usual subject teachers because of the limited members of staff who can work with each pod and a limited number of subjects will be delivered on any given day.</p>
<p>Will it be possible for my child to see other members of staff and students who are not in their groups?</p>	<p>No. The DFE recommends that students stay with their allocated members of staff and group for the whole time they are in school to mitigate rates of transmission. Each group has been allocated two members of staff who will be with the students throughout and each day they are on site.</p>
<p>Will drop off and pick-up be staggered?</p>	<p>This is expected by the government as one of the ways to make school environments as safe as possible. The issue we have, as will be the case at most schools, is that the buses will leave at the same time. What we will do is stagger the end of the day slightly to ensure that one POD does not come into contact with another POD. Clear information will be communicated about entering the school when we share the information about which pod your child is in. These can't be changed as they have been set up to avoid pinch points and to manage the number of adults on the premises. Employers are expected to be flexible with employees to allow schools to put these practical plans into place. As a small secondary school, we are not dealing with big numbers of students and adults, but we do ask you to work with us and be prepared to be flexible.</p> <p>We strongly advise that students <b>do not use public transport</b> but, following the guidance by ERYCC, we are happy that travelling by the normal school bus is safe.</p>
<p>Where can I access school and will there be a one way system in place?</p>	<p>If students are dropped off by car or arrive on foot, they will enter the school via the main entrance on Derwent Road, be greeted by staff and directed through the side gate. If students arrive by bus, they will be greeted by a member of staff at the bus drop-off point and be directed to the appropriate entrance. At each entrance, hand cleaning facilities are available as is information about keeping safe throughout the day on a large banner. From there, your child will be directed to the classroom to be the base for the day. As they move around school, it is your child's</p>

	<p>responsibility to stick to the social distancing rules. The distancing rules will be displayed on the floor and on corridor walls. We have purchased additional stencilling so paved areas outside the school building can advise students on social distancing.</p> <p>Only one upper floor classroom will be accessed during this period so there are no concerns about students coming into contact on the narrow stairs. This negates the need for a one-way system around school as the PODS are geographically separated on the site so that students can't come into contact with each other during the course of the day. If students are needing to access the toilet facilities, they will do so from different directions on a rota basis and will be escorted by staff members.</p>
<p>Can I take my child into school?</p>	<p>No. To minimise contact, students must leave the vehicle and enter the school site alone. If you have any urgent messages, you will need to ring or email the school.</p> <p>Parents are asked not to linger around the school gate or school entrance to allow others to come and go safely.</p>
<p>Can my child walk home on their own?</p>	<p>Year 10 parents/carers are requested not to enter the school grounds as the students are responsible enough to walk round themselves and school staff will be on hand to support them. Many of the Year 10 students walk home alone however, if parents/carers want to walk with them, we request you wait at the main gate maintaining social distancing rules.</p>
<p>Will there be any after school clubs?</p>	<p>No. All clubs for the summer term have been cancelled. All events such as sports day, fixtures, trips and end of term events have been cancelled. For staff well-being and workload and to give us the opportunity to clean the school thoroughly for the next day I am instructing all teaching staff to be off site by 3.30 each day.</p>
<p>Can I order a school lunch?</p>	<p>We are able to provide both a cooked meal (pasta and jacket potato) and can also provide a packed lunch or grab bag (which we advise). Students who are in Year 10 are entitled to a free lunch if they are free school meal students. Students who intend to access the canteen need to advise their teachers in the pod so we can have a good idea of numbers for preparation. Other students can use parent pay to pay for their packed lunch. Students do not need to touch the screen as this is a contact point, they just need to give their name or code number to the canteen staff. All students have the option to bring in their own packed lunch from home. This is in line with government guidelines. Working with Chartwells, our food supplier, we have made sure the canteen area is fully compliant with government guidance on social distancing by having clearly identified designated seating arrangements and clear</p>

	<p>social distance marking. Kitchen staff will wear disposable gloves and aprons when service is available and will remain behind their counters at least two metres from students. There will be no access to shared crockery, cutlery or glassware.</p>
Does my child need to wear uniform?	<p>Yes, but not a tie as these are often the last and hardest pieces of uniform to clean. To maintain normality for the students and to maintain high standards for behaviour, the wearing of school uniform is expected.</p>
My child needs medicine - will the school administer this?	<p>No. We will not be able to administer medicine as we have to maintain social distancing. If a child needs medicine, they must either be given it by a family member or be able to self-administer. Emergency medication such as an EpiPen or inhaler will still be given.</p>
Will the school have extra cleaning?	<p>The classrooms will receive a deep clean prior to wider opening and we will be having enhanced cleaning before the students arrive and at the end of the school day.</p> <p>There is a regular cleaning cycle in place that will come into operation and we have all cleaning products we need on site. Every day, two cleaners will be based on site to clean areas thoroughly in the school day. We have produced a plan of red, amber and green areas of the school that will need differential cleaning. Areas that are designated as red areas will be cleaned several times a day while the school is open. We are arranging with the East Riding of Yorkshire County Council to quality assure our cleaning process to make sure that we have included everything possible to keep students and staff safe. All cleaning staff have received additional training to ensure they can operate effectively at this time.</p> <p>School will close for all groups including critical worker and vulnerable pupils to allow for deep cleaning. Safe opening relies on increased cleaning levels and it is only possible to do it for such large numbers if we close for a day per week.</p>
What will it be like in the classroom?	<p>Students must use the same desk each day they are in school.</p> <p>Students can bring their <u>own</u> water bottle and lunch into school as well as their own hand sanitiser. There will be no access to the water fountains as they are a source of contact. We would also advise students bringing in their own tissues.</p> <p>Students are expected to maintain a 2m social distance while in school. Students will keep their possessions such as coats with them.</p> <p>Students will need their own pack of stationery to include everything they may need during the day. If students are unable to provide this a set of equipment will be provided by school and will remain with the student. The sharing of equipment will not be permitted.</p>

	Classrooms will have doors and windows open to maintain the best level of ventilation we can.
What personal hygiene rules will be followed?	<p>At the start of each day staff will share our expectations on hygiene and share a short video on how hands should be washed correctly. Students will wash their hands at regular points throughout the day including on entry to school, before and after using the toilet and after break and lunch time.</p> <p>Your child will use gentle antibacterial hand wash and also have access to antibacterial hand gel (60% alcohol based as advised) in the classroom and around the school. Students may also bring their own hand sanitiser in. In the POD model, it is an expectation that students don't go to the toilet in lesson time. At the start of break/ lunch students can clean their hands. At break the toilets will be supervised to ensure there is no over-crowding and only one student at a time will be allowed in the toilets. Taps have been checked so they are fully-functional and they can also be pressed with elbows to avoid hand contact. Virus killing soap is available as directed in the toilets with posters to advise students how to use. After students have returned to lessons, the toilets will be cleaned with the correct cleaning products by the cleaners permanently on station. It is also worth noting that the hand dryers used in the male and female toilets are touch free.</p> <p>We would advise that parents supervise handwashing for at least 20 seconds on their child returning to the family home.</p> <p>We suggest that students moisturise their hands well before they come to school, when they get home and as they go to bed.</p>
Where in the school will my child be able to go?	<p>Your child will only have access to their allocated classroom and toilet area. The school canteen will be available and supervised for students who require it at lunch and break time.</p> <p>The outdoor area is going to be available on a rota system.</p> <p>There is no need for students to enter any other area of school. With the current weather and large grounds at Howden, students can safely socially distance outside while being supervised</p>
Will my child be able to mix with others at break and lunch time?	<p>No. They will only be able to mix with students in their own POD. All play must be non-contact with social distancing being observed. Group games such as football will not be permitted.</p>
What happens if my child needs first aid?	<p>First Aid will be provided by staff. The staff administering First Aid will be wearing PPE. If staff are not able to safely treat your child, you will be phoned to come and collect them.</p>
What will my child be taught?	<p>50% of each day in school will cover the Core subjects of English, Maths and Science. These lessons will all be delivered by a subject specialist.</p> <p>The 2<sup>nd</sup> half of the day will be personalised learning set by option subject teachers and supported by 2 members of the teaching staff.</p>

	<p>The Pods have been designed so that students can carousel to different teachers each fortnight (this is the purpose of the Monday and Friday when students are not in school).</p> <p>It is our ambition for students to access 18 hours of core teaching with subject specialist via this model before the summer.</p> <p>We aim to be able to deliver specialist PE lessons, and humanities or MFL lessons to all Pods.</p>
<p>Will the behaviour policy be in force?</p>	<p>Yes. While in school, students will be expected to behave in line with our expectations. Some changes have been made to our Behaviour Policy. If a child's behaviour is poor, as we cannot use our usual management strategies, you will be requested to come and pick them up. At the point of the incident a pastoral leader or member of the leadership team will remove your child from the POD. If this is not possible the rest of the pod will be moved to a new clean space which will usually be another classroom. Your child will only be admitted back into the pod when we have received sufficient reassurances from that this behaviour will not reoccur. Behaviour that knowingly endangers the health and safety of other pod members will not be tolerated.</p> <p>The expectations will be shared with all students one each visit to school and can be accessed on our website</p>
<p>What happens if someone in my child's group has symptoms of Covid-19?</p>	<p><b>No adult or child should come into school</b> if they are ill or experiencing any of the symptoms of COVID-19.</p> <p>We will follow the advice from the DfE, which states "When a child or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. When the child or staff member tests negative, they can return to their setting and their fellow household members can end self-isolation. When the child or staff member tests positive, the rest of their group should be sent home and advised to self-isolate for 14 days. "Coronavirus (Covid 19): implementing protective measures in education and childcare setting pg. 11</p> <p>Any students showing symptoms will be removed from their POD and placed in a separate room. In Howden School this will be the medical room and provision has been made for additional spaces if required. Parents/carers will be contacted to collect their child. We will issue guidance to the symptomatic person as well as other members of the POD</p>
<p>Will my child be happy and safe at school?</p>	<p>During lockdown we have been open every day, even during school holidays and on bank holidays. We have provided childcare for a number of students. All staff that are available have been involved in this and are used to managing groups of up to 15 students while maintaining social distancing and strict hygiene routines. We have</p>

	<p>worked tirelessly to keep our staff, young people and community safe and we are mindful of mental well-being.</p> <p>One parent who is a critical worker sent the following feedback and has agreed for me to share it with you:</p> <p><b><i>I know there are a lot of anxious parents worried about the students going back into school. I know there are concerns for the safety of the staff which is just as important and possibly overlooked many by parents.</i></b></p> <p><b><i>However, I want to take this opportunity to offer my insight as a key worker and a parent.</i></b></p> <p><b><i>My son has been in school most weeks since lockdown began. There hasn't been any occasion where I have worried for their safety (any more than any normal caring parent pre Covid-19). They can easily tell me about how and why they stay safe in the school setting. They remain happy and healthy.</i></b></p>
<p>Will staff be wearing face masks?</p>	<p>If staff feel reassured by wearing their own face covering, we will not be stopping them doing so. It may be worth mentioning this to your child before they return so that they are aware of the possibility.</p>