



Dear Parent/Carer,

Additional information for families (FAQ) – Protective steps to make school a low risk place for staff and students

At Pewsey Vale School, we believe that the school environment is the best place for students to learn and develop and we have worked hard to put in place significant protective measures to protect students and staff to make it safe to re-open as outlined below:

As per the Government guidance, February 2021

We have placed a number of measures in place at school to keep children and staff safe, but to focus intently on learning and plugging gaps from missed time at school. As a school, we will ask you to help us by engaging with the following Government stipulations:

1. a requirement that people who are ill stay at home
2. robust hand and respiratory hygiene
3. enhanced cleaning arrangements
4. active engagement with NHS Test and Trace
5. formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

1. We require all students who are ill and showing signs of Covid-19 to stay at home. We can arrange for a test to be sent to you, but it will be quicker to book in at your local test centre. As soon as your son/daughter has a negative result, they can return to school. The nearest test site to school is in the Bee Hive Park and ride in Salisbury.

<https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus>

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

<https://www.gov.uk/get-coronavirus-test>

School's guidance:

Schools must ensure they understand the NHS Test and Trace process and how to contact their local [Public Health England health protection team](#). Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:

- [book a test](#) if they or their child are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- [self-isolate](#) if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

The government will ensure that it is as easy as possible to get a test through a wide range of routes that are locally accessible, fast and convenient. We will release more details on new testing avenues as and when they become available and will work with schools so they understand what the quickest and easiest way is to get a test. By the autumn term, all schools will be provided with a small number of home testing kits that they can give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.

Schools should ask parents and staff to inform them immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

- if someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal.
2. We will encourage your children to wash their hands during breaks and lunchtimes, as well as when they arrive at school and before they leave. Each classroom will have hand sanitiser at the door. We will require all students to clean their hands with hand sanitiser when entering a new learning space. Please discuss this expectation at home, so that your son/daughter is aware of this before they re-join us in March.
 3. We will have robust cleaning arrangements in school. In between lessons all learning spaces will be disinfected. Students and teachers will take responsibility for this. Equipment in practical lessons will be cleaned or left for 72 hours until it can be used again. We of course have the Fogger, which we will use regularly to thoroughly clean all areas of the building when empty.
 4. As a staff, we are required to engage with NHS Track and Trace. If your son/daughter has Covid-19 symptoms, we will be obliged to give your details to Public Health England. They will contact you and take more details for the NHS system.
 5. We are reducing contact between groups by limiting the number of class groups for each student to two, and placing the year groups into bubbles. More information below!

Getting to us – Transport

Children must not board home to school transport if they, or a member of their household, has symptoms of coronavirus (COVID-19).

Dedicated school transport:

- As students are not mixing with the general public, they are not required to social distance on their journeys to and from school. **It is requirement** that students wear face masks on their journey.
- It is **required** that students sanitise their hands before they enter the bus and again when they get off the bus
- Certain seats on the bus will be out of commission to allow for social distancing

Public transport:

- Students are required to social distance from members of the public when on a public bus service
- **A face covering is mandatory for all students over the age of 11**
- It is **required** that students sanitise their hands before they enter the bus and again when they get off the bus
- <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

Coming to school in a family car:

Please can we ask that drop offs are quick and that adults remain in the car. We have a car park opposite the main reception where you can park briefly to safely drop off your children. We understand that some parents will want to walk their children into school, but given the complexities of cross contamination, we ask that you do not do this unless absolutely necessary.

At the end of each day:

Students will leave school via their bubble exit.

If their bus is there ready, they are required to board the bus and not to congregate outside of school

If the bus is still in transit, students are asked to wait in their bubble areas (Lower school, Main Hall. Upper school, canteen) As soon as the bus arrives, they will be told by duty staff and asked to board

Students who walk/cycle to school should leave site promptly at the end of the day to return home.

Students will not be permitted to stand on the pavements and wait

Students waiting to be collected by family members should do so in their designated bubble areas

Face Coverings:

<https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

The Government has updated their advice on face coverings in educational setting. The link to this is above. In summary, the main points are:

- Schools may require students in Year 7 and upwards to wear a face covering in communal areas; such as corridors and larger spaces such as the canteen when purchasing food. Face coverings are not required when eating or drinking.
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- From Monday March 8th, Students are advised to wear a face covering (mask) when social distancing cannot be maintained. This includes **in lessons** where they are sat next to another student. Students are not required to wear face coverings for PE lessons, or when outside the main school building – either when moving between buildings or at break or lunchtime.
- Visors are not advised, unless they are worn with a face covering/mask underneath

The Government advice states that:

“Safe wearing of face coverings requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them in individual, sealable plastic bags between use. Where a face covering becomes damp, it should not be worn and the face covering should be replaced carefully.”

School requirement from March 8th 2021

- For all students to have a suitable face covering that they can wear in communal areas
 - When waiting or walking to and from transport
 - Main Hall or Canteen in the morning before registration
 - When walking in between lessons along the one-way system
 - When purchasing or collecting food from The Canteen
 - When making their way to a meeting with a member of staff or walking to isolation
- For students to keep their face covering in a sealed plastic bag or box between use
- For students to put their face covering into a bin if it becomes damp.
 - Please prepare for this in wet weather – they cannot be worn once damp as this increases the risk of infection
 - We will have a spare supply at school for emergencies
- In lessons where social distancing cannot be maintained, however this does not apply for PE lessons or outside areas

Exemptions:

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

There are members of our school who will be exempt from wearing a face covering.

We will give them a special lanyard to wear to avoid unnecessary questions about this when moving around the school building.

What will school be like?

Times of the School Day

8:45 – 9:05	Registration / Tutor Time		
9:05 – 9:50	Lesson 1		
9:50 – 10:40	Lesson 2		
10:40 – 10:55	Break		
10:55 – 11:45	Lesson 3		
11:45 – 12:35	Lesson 4		
Lunch 12.30-13.05	KS3	12:35 – 13:05	Lunch KS4
13:05 – 13:55	Lesson 5		
13:55 – 14:45	Lesson 6		

Lower School

Lower school students in Years 7-9 will enter the school via the normal student entrance near the Main Hall. They will be asked to congregate in three separate areas within the Main Hall or outside on the MUGA. The hall is big enough for student bubbles to be separate. We will ask students to distance themselves even within the group at 1m+. **Students will not be allowed to go to any local shop between getting off school transport and attending school. Face coverings are required to be worn in inside communal areas. For those who prefer to be outside on the MUGA, a face covering is not required.**

Students will have their normal tutor/home room:

Year 7		Year 8		Year 9	
7CEJ	Miss E Johnson, Room 1, Science	8CLS	Mrs L Shaw, Room 20, MFL	9CGT	Miss G Tomsett Room 22, History
7EOB	Miss O Bawcutt, Room 13, Maths	8ERW	Mr R Webb, Room 14, Maths	9ELF	Mrs L Furness, Room 19, English
7HDL	Mrs D Lythe, Room 23, Geography	8HAW	Mr A White, Room 18, English	9HIW	Mr I Watkins, Room 12, Maths

Upper School

Upper school students in Years 10 and 11 will enter the school via the green gate near the leisure centre and to enter school via the canteen. They will be asked to congregate in the canteen, outside near the MUGA or on the grassed area near Music and Food. We will ask students to distance themselves even within the group at 1m+. **Students will not be allowed to go to any local shop between getting off school transport and attending school. Face coverings are required to be worn in inside communal areas. For those who prefer to be outside, a face covering is not required.**

Students will have their normal tutor/home room:

Year 10		Year 11	
10CNS	Mrs N Slater, Room 9, Art	11CRC	Mr R Carter, Room 2, Science
10EKR	Miss K Rodier, Room 16, Music	11EAT	Mr A Thomas, Room 6, Science Block
10HTA	Mrs T Archdale, Room 5, Science	11HTH	Mrs T Harris, Room 10, Textiles

Students will walk to their tutor/home room from the canteen via a one-way system. They should not stop and chat, or interact in any way with students from other year groups.

When they arrive in their tutor room, they will be asked to sanitise their hands. School will be providing hand sanitiser in every learning space, but you may wish for you son/daughter to carry their own.

Tutor Activity Cycle

Monday	Tuesday	Wednesday	Thursday	Friday
Whole School Assembly**	Thinking Tuesday (Numeracy/Literacy challenge)	Worldwide Wednesday	KS/House/Year Assembly/Reading	Tutor Friday

Whole school assemblies will be virtual this will be reviewed following Government guidelines and the roadmap out of lockdown. Tutors will be sent a video or presentation that will be shared with their tutees across the whole school at the same time. It is impossible for us to hold large scale meetings of different bubbles at this time.

We are now able to run assemblies for Year groups – these will take place on a Thursday. Tutors will take on the role of a mentor supporting their tutees both academically and pastorally.

Lessons:

The government guidance tells us that:

The key principles that underpin our advice on curriculum planning are:

- *education is not optional: all pupils receive a high-quality education that promotes their development and prepares them for the opportunities, responsibilities and experiences of later life.*
- *the curriculum remains broad and ambitious: all pupils continue to be taught a wide range of subjects, maintaining their choices for further study and employment.*

Pewsey Vale School is a small school and we have always endeavoured to deliver a personalised and balanced curriculum to all of our students. Throughout the CV19 lockdown we have remained committed to this and have provided our students with a range of support; both pastorally and educationally.

However, we do not underestimate the potential damage that has been caused by our students not been able to access their normal curriculum and lesson delivery. In addition, we accept that the measures we are now going to put in place will potentially be required for the coming year (if not longer).

Therefore, we intend to run our school curriculum as normal as possible. The rationale being that as a small school, our Key Stages (Yrs 7-9 & Yrs 10-11) are smaller than most secondary schools' year groups. In the government's document 'Guidance for full opening: schools' it recognises that by grouping students in small bubbles causes a compromise for the delivery of the curriculum at secondary level. It also categorises students passing each other in corridors as low risk.

Our job is to try to deliver and high quality, broad and balanced curriculum whilst also trying to reduce the amount of contact bubbles have with each other.

- **Bells**

- There will be two bells in operation at the end of each lesson.
 - **Bell one**, signifies pack up and preparation to move
 - **Bell two**, signifies the time to move along the one-way system to the next classroom. It is important that as a school, we all move at the same time. Students are expected to go to their next classroom without delay and to enter the room and sit in their specified seat. Seating plans are recorded centrally to aid with Track and Trace. Seating plans, therefore, cannot be changed
- Students will follow their normal timetable and will engage with a full and diverse curriculum; access to a full curriculum is most important to us to engage with learning and to re-integrate learners back into school life
- In the lower school, students will be taught for all lessons in the same teaching group
 - **Years 7 -9– Sets for core and Mixed Ability Groups for all foundation subjects**
- In the upper school students are taught in their normal GCSE classes to ensure that the entire curriculum is taught properly by subject specialists
- Students will then leave their tutor room and follow the one-way system to their scheduled lesson on their timetable. They will not be allowed to stop along the way. This may mean they have a long walk to get to a classroom downstairs, but this is the safest way to avoid bumping into others in the corridor. It is incredibly important that students behave sensibly during lesson changeovers. **Any silly behaviour will not be tolerated for the safety of others.** Please discuss the serious nature of this with your son/daughter before their attend school in March
- The one-way system will take students outside more than normal. Please ensure your son/daughter has a coat and appropriate footwear in poor weather conditions
- Students will be given class work books as normal on their first lesson. They will be expected to take these home for any home learning set, otherwise to leave them in their designated class room
- Students need access to their own equipment that **cannot be shared with others**. Basic equipment required is: black pen, pencil, ruler, eraser, highlighter, coloured pencils. If you are unable to provide this equipment, please contact kpr@pewsey-vale.wilts.sch.uk Students are expected to have a full set of equipment with them for all lessons, they should take care to ensure they do not lose it
- On days where students have PE lessons, **they are required to attend school in PE kit** (School PE kit) There will be no changing facilities open for PE lessons. It is important that clothing choices are sensible for all weathers as PE lessons are likely to take place outside in the open air. On all other days, students are expected to wear full uniform – this will be checked by tutors each morning. Sanctions will be put in place for repeat offenders for purposely wearing the wrong kit.

- PE lessons take place on the following days:

	Year 7	Year 8	Year 9	Year 10	Year 11
Group 1	Monday Wednesday Friday	Thursday Friday	Monday Tuesday Thursday	Monday Friday	Monday Tuesday
Group 2			Tuesday Wednesday Thursday	Wednesday Thursday	Tuesday Thursday
Group 3			Monday Tuesday Thursday	Monday Friday	

- Other practical lessons such as Arts and Technology will also be taught as normal. Students may be asked to disinfect any equipment they have used – for example, to spray down a keyboard with disinfectant in the Music Room before they leave.
- All classrooms will be required to have windows and doors open for ventilation – please ensure your son/daughter is warm enough over the changing weather. We will not be able to close them fully.

Breaks and Lunchtimes

- Students will be encouraged to go outside during morning break and again at lunchtime. The government suggests that students should be outside for at least one hour a day. Unless it is raining, we will request that some time at break and lunch time is outdoors.
- Each year group will be given a designated space for social times
- At break, lower school students will purchase/collect their lunch from their designated area in the **main canteen**. Students can congregate and eat their lunch in the Main Hall and on the MUGA but will remain in year groups
- At break upper school students will purchase/collect their lunch from their designated area, in the **main canteen in a separate serving area**. Students will access this area via the entrance opposite the MUGA. Students can congregate and eat their lunch in the canteen, on the grass outside Room 12 or on the grass outside The Food Room but will remain in year groups
- **LUNCHTIME update**
 - We will return to full catering for all from Monday 8th March. Students will be given a time slot to select and purchase their food before being asked to move to their bubble area.
 - **KS3 12.30-12.45** Purchase food and then move to the Main Hall/MUGA
 - **KS4 12.45-1.00** Purchase food and then move back into the canteen/grass area outside Music
- Students are allowed to bring packed lunch, but should you prefer them to have hot meals, they can purchase these with cash in the canteen.
- Students in receipt of Free School Meals will be provided with a hot meal each day – this no longer needs to be pre-ordered.

Uniform

All students will be expected to attend school in full school uniform and full PE kit when returning to school in March.

<https://pewseyvale.org/school-life/school-uniform/>

Uniform should be worn on days where PE is not taught.

On PE days, full Pewsey Vale PE kit should be worn.

Please check the above link for banned items.

FAQ's

Who is required to come school?	<ul style="list-style-type: none"> - Students from any year group who are not clinically vulnerable - If your child has an underlying health condition, you must seek medical advice to ensure it is safe for them to return to school
Who can come into school?	<ul style="list-style-type: none"> - Parents wishing to collect or pick items up from reception if they have an appointment. This is the only area of school where external visitors are permitted. Please do not arrive without calling first so we can manage visitors to this area. - Parents can book visits with members of SLT only and with no other member of staff. Teaching staff can arrange to call you on Teams or on the phone to minimise unnecessary their contact with other adults.
Who cannot come into school?	<ul style="list-style-type: none"> - Please do not send your son/daughter to school if you, your child or a member of your household is displaying any symptoms of coronavirus following the Covid-19 guidance for households with possible coronavirus infection: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance - Any student or staff member who is displaying symptoms or who has had a positive Covid-19 result - Any member of the public
What if I am shielding or have to go into isolation?	<ul style="list-style-type: none"> - If your son/daughter is clinically vulnerable or has to isolate because they or someone within the household has Covid-19 symptoms the school will provide access to learning via Microsoft Teams. - If you have a clinically vulnerable person in your household your child will still be expected to attend school - We will require medical evidence from your child's doctor to confirm they are medically vulnerable and need to shield.
What about Homework?	<ul style="list-style-type: none"> - A Home work schedule will begin from 22nd March onwards for all students. - Homework will be set via the class teams pages on Microsoft Teams and learners will be encouraged to submit work within this platform where appropriate
What do students wear?	<ul style="list-style-type: none"> - Full school uniform – this includes shoes - PE kit or PE appropriate clothing should be worn on days where PE lessons are timetabled. No changing facilities are in operation, so students will be expected to take part in what they are wearing. - Clothing should be weather appropriate; for example, hats can be worn on hot days. They are expected to be removed once in the main building. - A coat/jacket is an essential item on wet/cold days as many of the one way systems are outside
Dropping off and exiting	<ul style="list-style-type: none"> - Upper and lower school students will be allocated their own entrance and exit into the school building - Students should not go to the shop, or congregate in groups on or near school premises. We will have duty staff marshalling the area to disperse groups - Students will be allocated to a holding area before registration where they will meet staff at the start of each day

	<ul style="list-style-type: none"> - If you are dropping your child/children to school, please limit time spent on school premises. This includes any conversations to a minimum to ensure the process runs smoothly and with little contact with others
How should I access the school office?	<ul style="list-style-type: none"> - We are limiting adults coming into school. If possible, please contact the school office so that we can aid you in advance with any requests. - Please do not come into school without a prior appointment. Calling ahead allows us to take the necessary precautions to keep everyone safe.
What should students bring?	<ul style="list-style-type: none"> - A water bottle that is filled for the day - Packed lunch and any snacks required if not purchasing lunch from the canteen - Stationary for lessons – this cannot be shared with other students. Please encourage your son/daughter not to lose their stationary - Hand sanitiser - Hand cream if required – students will be expected to wash their hands regularly whilst in school
Hygiene, toilets and handwashing facilities	<ul style="list-style-type: none"> - Frequent handwashing/sanitising is a critical measure in order to keep students and staff safe. This will be actively encouraged throughout the day, especially when joining or leaving a classroom activity - Students are required to sanitise their hands when entering the building and again when they enter each learning space/classroom - Classrooms will be sanitised in between lessons. If students wish to sanitise their own desk/chair or equipment, they are welcome to do so, providing they are sensible and swift. - Doors will be left open so students do not need to touch door handles - Lower school toilets are in the Main Block opposite Music and Drama - Upper school toilets are in the Technology block
What about lunches?	<ul style="list-style-type: none"> - At break, snacks and drinks will be on sale in the two separate break spaces. Students are free to bring in their own items from home - At lunch, full catering will resume from Monday 8th March. Students can purchase full meals, sandwiches, snacks and drinks with cash from the canteen at their allotted time slot. <p>Energy drinks are a banned item at school and should not be purchased by anyone under the age of 16. Any student drinking energy drinks, such as Monster or Red Bull will have these removed from them and disposed of.</p>

<p>What if my child becomes ill at school?</p>	<p style="text-align: center;">SINGLE SUSPECTED CASES</p> <ul style="list-style-type: none"> - If a child develops any of the Covid-19 symptoms at school, they, will be immediately isolated and parents contacted for collection - Your child will be taken to a specified area that is well ventilated with its own toilet facilities - Senior staff will supervise your child will wear full PPE whilst awaiting collection - Parents will be expected to collect their child without delay - Please check that we have your correct contact details via <u>SIMS Parent App</u> at school in case of any emergency - The child with symptoms will be asked to isolate and to obtain a test as soon as possible. All members of the household should isolate whilst awaiting test results. - if the test delivers a negative result, the student can return to school as normal. - if the test, or a further test result is positive, they should inform their setting immediately, and should isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 10-day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic person first had symptoms, following guidance for households with possible or confirmed coronavirus (COVID-19) infection - The room/s that the child has been accommodated in must be cleaned and sterilised immediately - Other members of the bubble do not need to isolate unless they are showing symptoms whilst awaiting test results. If anyone else in the bubble shows any symptoms of Covid-19, they should isolate and book a test as soon as possible. <p>Reporting results to the school who will share with Public Health England</p> <ul style="list-style-type: none"> - If the test result is negative, no member of the bubble needs to isolate and should carry on as normal - If the test result is positive, all members who deemed as close contacts with the positive case should book a test only if they are showing symptoms. We will contact families if we have a positive test result and your son/daughter has been in close contact within the last 48 hours with the positive test case. As soon as the isolation period is finished your child can return to school.
<p>What about Lateral Flow Testing?</p>	<p>On return to school in March, all students are strongly encouraged to take part in Lateral Flow Testing.</p>

Government expects students to take three tests (3-5 days apart) at an on-school site testing centre. Following this, those with consent will be given a pack of home tests to continue with twice weekly testing. We will issue the tests to individual students and give instructions.

Test Days for the return to school are as follows:

	Year 8	Year 7	Year 9	Year 10	Year 11	Those unable to make 5/3
Test One	Thursday 11 th March	Wednesday 10 th March		Friday 5 th March		Monday 8 th March
Test Two	Tuesday 16 th March	Monday 15 th March		Tuesday 9 th March		Thursday 11 th March
Test Three	Friday 19 th March	Thursday 18 th March		Friday 12 th March		Tuesday 16 th March

Student's results will be sent to the parent's mobile and email address given for the registration by the end of the school day.

If a student tests positive in a LFD test, we will follow the procedure above for '**Single Suspected Cases**'

Expectations

- Students are expected to attend school and to follow school rules without question
- Students are expected to work hard and engage with work set
- Students are expected to be polite and courteous to all members of the school community
- Students are expected to adhere and adapt to changes made to the school for the safety of everyone

If expectations are not met, the school reserves the right to rescind an offered school place to any student