



School Opening Arrangements August/September 2020



12 August 2020

Dear Parent/Guardian,

On 29th June I issued a plan for the reopening of school in August/September to all parents and guardians. The plan was based on the guidance document, 'New School Day', issued by the Department of Education in June which relied on 2m social distancing restrictions being in place. In a recent statement the Education Minister informed schools that all pupils will attend school full time in September as social distancing restrictions have been relaxed where a child's education may be compromised. Schools are required to put in place a number of measures to mitigate against the potential transfer of Covid19. These measures can include: regular handwashing, social bubbles to restrict pupil contact with other year groups, staggered openings, soft class changes and staggered lunch times. In recent days we have adjusted our 'Plan A' issued to parents in June and are confident that our 'Plan B' will provide some level of protection for our pupils and staff returning on 24th August. Further details on the return to school are provided in this document.

After carefully considering the statement made by the Education Minister it is our intention to re-open school in August as follows:

| Year 8 Induction | Session Times | School Groups |
|--|-----------------|---|
| 18 th August 2020 (Pupil and Parent) | 9:30am-10:30am | Ebrington PS |
| | 11:30am-12:30pm | New Buildings PS; Cumber Claudy PS; |
| | 1:30pm-2:30pm | Fountain PS, Eglinton PS; Oakgrove IPS |
| 19 th August 2020 (Pupil and Parent) | 9:30am-10:30am | Lisnagelvin PS |
| | 11:30am-12:30pm | Drumahoe PS |
| | 1:30pm-2:30pm | Bready PS; Ashlea PS; All other Primary Schools |
| 21 August 2020 (Pupils only) | 9:30am-11:30am | All new Year 8 pupils |

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| <p>24th – 27th August 2020</p> <p>All year 12 and 14 pupils will return to school and attend timetabled lessons from 9:00am-12:40pm. These pupils will be able to move around school to subject specific rooms where possible. Social bubble restrictions cannot be fully implemented with these year groups due to option choices.</p> <p>Year 12 pupils will remain in a designated area of school for form class and general subjects. They will move to subject specific rooms where option choice subjects are taken.</p> | <p>All Year 14 students attend timetabled classes from 9:00am to 12:40pm</p> <p>All Year 12 students attend timetabled classes from 9:00am to 12:40pm.</p> |
| <p>28th August 2020</p> <p>New year 13 pupils will attend school for an induction session. This will allow us to issue timetables and solve any timetable clashes.</p> | <p>All new Year 13 students attend an induction session from 9:00am to 11:30am.</p> <p>Years 12 and 14 do not attend school on this date.</p> |

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| <p>1st – 4th September 2020- All pupils attend school</p> <p>Pupils will remain in a designated area of school during the school day. Years 11-14 pupils will be based in a designated area for form classes and general qualifications; however, they may move to subject specific rooms when required as social bubbles cannot be fully implemented due to a pupil’s option choices.</p> <p>Year 8 – 10 pupils will be grouped at all times by form class. This measure is designed to maintain ‘social bubbles’ across junior school.</p> | All Year 14 students in normal classes |
| | All Year 13 students in normal classes |
| | All Year 12 students attend timetabled classes |
| | All Year 11 students attend timetabled classes |
| | All Year 10 students attend timetabled classes |
| | All Year 9 students attend timetabled classes |
| | All Year 8 students attend timetabled classes |

ONLY PUPILS TRAVELLING ON SCHOOL TRANSPORT WILL BE PERMITTED TO ENTER SCHOOL BEFORE 8:30AM EACH MORNING. PUPILS WHO WALK TO SCHOOL OR ARE DROPPED OFF BY A PARENT SHOULD NOT ARRIVE BEFORE THIS TIME. THIS IS TO ENSURE HANDWASHING INSTRUCTIONS FROM THE DEPARTMENT OF EDUCATION CAN BE IMPLEMENTED.

Uniform

Pupils will be required to wear **FULL SCHOOL UNIFORM** on returning to school.

When pupils have PE they should wear the school PE kit to school. Year 8 pupils who have not yet got their school PE kit will be permitted to wear other sports wear on PE day. Pupils in Years 9-12 who do not have the correct school PE kit should wear school uniform to school and change into own sportswear for PE lessons.



Transport

Pupils should try to socially distance when on school transport and should sit in year groups where possible. The first week of school is normally quite challenging in regard to the number of children travelling on buses and there have been occasions when Translink did not provide enough buses for pupils travelling on particular routes. Translink and EA hold passenger information as a result of bus pass applications- the school does not. Therefore, we have no control on this matter. To assist with a smooth transition back to school I would ask parents who are able to provide transport to and from school to consider this option for the first week. This will help reduce numbers travelling on buses and provide us with an opportunity to assess the school transport situation. Pupils who live within a reasonable distance from school should also consider walking or cycling to and from school if safe. Face coverings **MUST** be worn by pupils 13 years old and over on **PUBLIC** transport as other will also be present. This is not the case on designated school transport; however, we strongly encourage all pupils to wear face coverings travelling to and from school.



Vulnerable Children and Children with Additional Educational Needs

Our SEN and Pastoral Teams will work with pupils and parents to ensure all children are supported to return to school. A transition week for children with additional educational needs will take place in the week beginning

24 August 2020. During this time, pupils will have the opportunity to attend school for short periods to help them re-familiarise themselves with staff and school routines. Parents may choose that this period of transition is not necessary and that their child should follow their normal timetable in place from the 1st September. Guidance provided to schools in regard to social distancing for classroom assistants states that PPE is not required or recommended. Classroom assistants will be included in the class bubble in years 8-10 where practicable.

ARRIVING TO SCHOOL

Hand Washing

Pupils must wash hands as soon as they arrive in the school building. School bathrooms will be used for this. Staff will guide pupils to bathrooms on arrival to school. **It is important that only pupils using school transport arrive to school before 8:30am.**

One Way System



The map included shows the **new one-way system** in place in school. Form rooms and year group outside zones are identified on the map. There will be signs in place to remind pupils of this. Please ensure your child becomes familiar with the directions on the **map** before returning to school.

Designated Doors

When pupils arrive at school they **should enter through the designated door** where they will be greeted by a member of staff who will advise them to use the sanitising facilities provided. Pupils must adhere to the **2m social distancing rule where possible** while preparing to enter the school building and throughout the school day.

Temperature Checks on Entry

Pupils will have their temperature taken using a contactless thermometer on entry to the school building. Where a pupil's temperature is above 38 degrees C on 3 consecutive occasions, the pupil will be isolated and parents will be contacted to collect their child.

Once pupils arrive at school they **MUST go straight to their form room after washing their hands**. They will remain there until registration begins. Pupils should not walk through corridors unless travelling to their designated classroom as detailed above.



Personal Hand Sanitiser



Pupils are advised to carry their own sanitiser and tissues to use throughout the school day.

Pupils **MUST** come prepared to school with their **school bag** and **pencil case** as no equipment can be shared between students or from teacher to student.

Packed lunches MUST be brought to school for the week beginning 24th August. Meals will be provided for pupils in the canteen on the week beginning 1st September; however, protecting social bubbles in pupils in years 8-10 will be more manageable if the majority of students bring a packed lunch. Please remember no energy/fizzy drinks to be brought into school.



Normal timetabled subjects will be taught in the following rooms:

Year 8- based in RE/English Corridor

During break & lunch Year 8 will be supervised in the Astro turf pitch

- 8L- based in Miss O’Kane’s room
- 8T- based in Mrs People’s room
- 8I- based in Drama room
- 8A- based in Mrs Thompson’s room
- 8R- based in Mrs Smith’s room
- 8K- based in Mrs Lake’s room
- 8F- based in Mrs Miller’s room
- 8O- based in lower corridor- Miss Bradley’s room

Year 9- based in History/Geography/Languages Corridor

During break & lunch Year 9 will be supervised in the Playground

- 9R- based in Miss Mitchell’s room
- 9T- based in Mr Quigley’s room
- 9I- based in Miss Bell’s room
- 9A- based in Mrs Mullan’s room
- 9F- based in Mrs Ferguson’s room
- 9L- based in Mrs Louden’s room
- 9O- based in lower corridor- Mr Johnston’s room

Year 10- based in Maths Corridor

During break & lunch Year 10 will be supervised in the Tennis Courts

- 10R- based in Mr Peters’ room

10A- based in Ms Pender's room
10I- based in Miss Martin's room
10T- based in Mrs McMaster's room
10F- based in maths classroom opposite Mrs McMaster's room
10O- based in lower corridor- computer room

Year 11- based in Science Corridor

During break & lunch Year 11 will be supervised in the grass area outside the canteen

11T- based in Mrs Loughery's room
11R- based in Mrs Milne's room
11I- based in Mrs Henson's science room
11A- based in Mrs Quigley's room
11F- based in Mr Peters' science room

Year 12- based in Art/ Business Studies Corridor

During break & lunch Year 12 will be supervised in the Amphitheatre

12T- based in Mrs Mullan's (HE) room
12R- based in Mrs McIlreavy's room
12I- based in Mrs Moore's room
12A- based in Mrs McCorkell's room
12F- based in other Art room (opposite Mrs McCorkell's room)

Year 13- based in Business Studies

13A1- based in Mrs Gardiner's room
13A2- based in Mrs Street's room

Year 14- based in Computer rooms

14A1- based in Mrs Quinn's room
14A2- based in Mrs McHugh's room

****On a wet day- pupils will stay in classrooms and have their break/lunch free time**

Entering & Leaving school

| Year Group | Entrance/Exit |
|----------------------|--|
| 8 | Front doors beside the Main Office |
| 9 | Yellow doors leading to PE/Technology blocks |
| 10 | Staff Carpark |
| 11 | Lower playground door closest to music |
| 12 | Front door beside the canteen |
| 6 th Form | Front door beside the canteen |



Hygiene

It is our intention to install hand washing facilities at each school entrance. We have ordered a number of automatic hand sanitiser dispensers that will support us in ensuring high standards of hygiene in school. These will be installed in school corridors for pupils and staff to use during class changeovers. An additional cleaner will be available during the school day to assist with the cleaning of door handles and other surfaces. There will also be a responsibility on pupils and visitors to maintain high standards of hygiene whilst inside our school building. As a result, we will insist that all parents/guardians sign the attached reply slip and follow our guidance on handwashing, social bubbles and general conduct whilst in school. Each pupil must bring this signed contract to school on the first day of school, Failure to do so will lead to the pupil being sent home. The contract is attached below.



Personal Protection Equipment

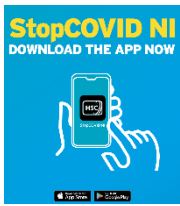
No additional funding has been made available to schools to mitigate against the spread of Covid19. Despite this I have ordered visors and masks for staff to use if wished. Staff supporting children who require close contact and/or intimate care will be required to wear a visor and a mask whilst working with a child. We will discuss this with our pupils to ensure they understand why this measure is required and to reassure them that all possible measures to protect staff and pupils are in place.



Face Coverings and Masks

It is important to understand the difference between face coverings and masks. Face coverings are worn to prevent particles leaving the mouth of nose and becoming airborne. They are for protecting those around us. Masks are a form of PPE with protects the wearer. Masks will only be worn by children and staff when intimate care or administering medication is required. The Minister of Education has stated that pupils wearing face coverings in school could compromise the educational experience of a child during the school day. Wearing a face covering for 6 hours each day could also prove difficult for many children. The guidance on face coverings states that all pupils should be 'strongly encouraged' to wear masks where social distancing is not practicable. Therefore, **I am recommending that if a pupil is able he/she should wear a face covering on school transport, around corridors and in classrooms where distancing is not possible. This is not mandatory and is a matter of choice for pupils and parents.** Face coverings will have to be provided by parents/guardians. PPE masks will be provided by the school where necessary. **Guidance received recommends that pupils bring two washable face coverings to school. One to wear in and around school and another to be worn when the pupil exits school and travels home.** All visitors will be required to wear a face covering in school.

Test and Trace



All pupils and staff are encouraged to download the StopCOVID19 NI App to assist us with tracing in the event that a student or member of staff has tested positive. The app is available to download at Apple Store and Google Play. Pupils will be permitted to bring mobile phones to school; however, they must not be used without permission from a member of staff. Our normal Mobile Phones policy will apply.

Parent/Guardian Responsibility

If a child is showing symptoms associated with Covid19 **they must remain at home**. Pupils who develop symptoms in school will be isolated before being sent home. It will be necessary for parents to confirm a negative coronavirus test result before the child can return to school.

Underlying Medical Conditions

Where a parent has a concern regarding a child's or family member's health they should contact the NHS helpline or GP for advice. Any guidance in regard to a pupil not returning to school must be discussed with a member of senior staff and clarification may need sought from the Education Authority.

Despite all the challenges we all face the staff and governors of Lisneal College determined to get back to business as soon as possible. We are really looking forward to seeing our pupils again and helping them to achieve their best.

I want to thank each and every one of you for your continued support and I look forward to seeing you soon. I have enclosed a copy of a letter from the Minister of Education, Peter Weir, for your attention.

Yours sincerely

Michael Allen

Mr M Allen
Principal



Lisneal College Pupil Contract - Corona Virus

In order to ensure the safety of pupils and staff in light of the Coronavirus, we are asking that all students agree to the following arrangements.

We are introducing these measures to create a safer environment, where the risk of transmission of infection is substantially reduced.

It is essential that pupils follow the procedures and expectations carefully.

- Pupils who have coronavirus symptoms, or who have someone in their household who does, do not attend school.
- Pupils will follow all instructions given by teachers and other staff members and will follow all signage.
- Pupils will observe stringent social distancing whilst on school premises both outside and inside school buildings, as well as travelling to and from school.
- Pupils will not touch another student at any time.
- Pupils will not touch the property of other students.
- Pupils will not touch the property of the teacher in the classroom.
- Pupils will exercise good respiratory hygiene by promoting the 'Catch it, bin it, kill it' approach
- Pupils are advised to carry their own hand sanitiser and tissues.
- Pupils will observe the one -way system which will be in operation and clearly signposted on some corridors.
- Pupils will regularly wash their hands thoroughly for 20 seconds with running water and soap and dry them thoroughly, or use the hand sanitiser provided.
- Pupils will enter school by the agreed door and apply hand sanitiser
- Pupils will not interfere with any of the sanitiser facilities.

If a student fails to comply with our expectations around protecting the health and safety of those in our school community, the student will not be able to attend face-to-face sessions in school and will be asked to return to remote learning from home.

The school has the right and authority to sanction, up to exclusion, pupils who wilfully refuse to adhere to arrangements of social distancing and deliberately cough or spit at pupils or staff, putting them at risk.

I have read and understand the measures above and agree to follow them carefully. I understand the consequences of not observing them.

Pupil signature _____

Date _____

(All pupils will be asked to sign a copy of this contract when they return to school)

