

‘Working as One Community’



**Welcome Back Plan
Ysgol Garth Olwg
June 2020**

Introduction

It is an exciting time as we plan to reopen Ysgol Garth Olwg and welcome our pupils back to the school from the 29th of June. Although there are many challenges, we are confident that we will be able to end what has been an exceptional academic year in an appropriate manner by Working as One Community.

The aim of this document is to outline the steps that we will take in order to reopen the school with references to Regional and National documentation that has guided all decisions.

COVID-19 Symptoms and Isolation Guidelines

Staff and pupils should not attend school if they:

- feel unwell, have any of the three identified COVID-19 symptoms (a new continuous cough, a high temperature or loss of taste or smell) or they have tested positive for COVID-19 in the past 14 days;
- live in a household with someone who has symptoms of COVID-19; or has tested positive for COVID-19 in the past 14 days.

Staff and pupils must follow the latest Public Health Wales guidelines regarding isolating.

General Hygiene

All those who attend Garth Olwg Campus must comply with national guidelines. Socially distancing from others at a distance of two metres and thorough handwashing are key elements of the guidelines. We kindly ask that parents / carers and staff regularly remind pupils of these expectations. Current National guidance advise that clothes are washed after each visit to the school.

Test, Trace and Protect

This strategy has been adopted by Wales in the effort to control the spread of COVID-19. 'Contact' has been defined as follows:

- Somebody within a distance of one metre that you have had face-to-face contact or direct physical contact with, somebody you have coughed over, or someone that you have had any other contact with for longer than one minute at a distance of less than one metre
- Somebody within a distance of two metres that you have spent more than 15 minutes with
- Somebody you have travelled in a car with or have sat close by on public transport

See Welsh Government Guidelines

<https://gov.wales/test-trace-protect-coronavirus>

Medical Rooms

If a pupil or a member of Staff develops symptoms during the day, assistance will be given in one of the Medical Rooms at the school. Should they be required, there is additional PPE such as gloves, aprons, visors, and masks. There are three medical rooms:

- Lower School Medical Room
- Middle School Medical Room
- Upper School Medical Room

School Arrival and Departure

- Following Welsh Government guidelines, all efforts should be made to avoid using school buses.
- If pupils must use a school bus, they must ensure that they abide by the two metre social distancing guidelines at all times.
- Pupils that walk to school must also ensure that they abide by the two metre social distancing guidelines at all times.
- Staff will be ready to welcome pupils at the school and advise them where to go.
- Parents of pupils in Reception – Year 4 will be permitted to park onsite. Parents of pupils in years 5 and 6 should drop their children off in the usual place. Parents and pupils must abide by the two metre social distancing guidelines at all times. We ask that parents of younger children hold their children by the hand in order to ensure social distancing.
- Many parents have stated that they will not be sending their pupils to school by bus. However, we will not be able to accommodate a high number of cars onsite alongside the school buses. We therefore kindly ask that parents of pupils in years 7 – 12 drop their children off in a safe place near the school. The pupils should then arrive at the Campus on foot. We also kindly ask that parents avoid using the car parks at the Lifelong Learning Centre and the Care Home.

Similar arrangements should be made for collecting pupils at the end of the day.

To confirm – vehicles carrying pupils in years 7 – 12 will not be permitted on Campus.

This is in line with LA guidelines.

Timetable

Please refer to the Timetable Document for further Year Group information

We currently intend to follow the timetable below across the 3-19 School. Provision for vulnerable pupils will follow the same timetable as the relevant 'School'.

Pupils	Time
HUB for children of key workers	*8:00am – 5:00pm*
Lower School: Reception – Year 4	9:00am – 3:00pm
Middle School: Years 5 and 6	8:45am – 3:00pm
Middle School: Years 7 and 8	8:30am – 2:15pm
Upper School	8:30am – 2:15pm
Senior School	9:00am – 2:30pm

* On the days that pupils join their specific Year Group / Cohort, they will not be able to access HUB provision. This avoids different groups of pupils mixing within the same school day. Pupils should follow the specific School times during these days.

The Learning Environment

Classrooms will look very different and this will be a shock to both pupils and staff. There will be substantially fewer tables and these will all be two metres apart. Furthermore, lessons will be significantly less interactive due to the need to abide by social distancing guidelines. Each classroom will have hand sanitizer, paper tissues, and bins for appropriate disposal. All efforts will be made to ensure that each group of pupils uses the same classroom throughout the day with as few teachers as possible travelling between the classrooms.

All areas of the school will be clearly marked with posters reminding everyone of the importance of social distancing and personal hygiene. There will be hand sanitizer at each school entrance and each toilet will have an ample supply of soap. Most areas of the school will have a one-way system in order to control the flow of pupils and staff. All areas will be **thoroughly cleaned** at the end of the day as well as during the day.

Equipment

Pupils will not be able to share equipment and as such, pupils must bring the correct equipment. The Heads of Schools will be able to offer further assistance and we will ensure that no pupils are placed at a disadvantage.

School Uniform

We will relax the rules regarding school uniform and therefore pupils in Reception – Year 10 will be able to wear either the school uniform or the school's Physical Education kit. The school will be flexible with regard to school uniform during this period. Pupils in year 12 will be able to wear their own clothes provided that it is appropriate, suitable and sensible. Current National guidance advise that clothes are washed after each visit to the school.

Food

A packed lunch will be provided for all pupils that receive free school meals. The school canteen will be closed and therefore staff and pupils that do not receive free school meals will have to bring a packed lunch. Everyone should bring a personal water bottle.

Provision

It is with great sadness that we will not be able to offer provision to Nursery pupils in accordance with LA stipulations. Please accept our sincere apologies.

All pupils in Reception to Year 10 as well as pupils in Year 12 will be able to attend school before the summer holiday. The school aims to provide opportunities for each pupil to engage in activities to aid their wellbeing and progress. Given the different challenges that each year group faces, certain year groups will be prioritised in order to achieve this aim. The wellbeing and progress focus for each year group will be different. However, the consistent aim is to provide meaningful educational sessions with clear opportunities to learn.

HUB Provision for Vulnerable Pupils and Children of Key Workers

- HUB provision for the children of key workers will run from 8:00 am – 5:00 pm
- The provision for vulnerable pupils will follow the same timetable as the relevant School
- There will be a maximum of eight pupils per group in T block (the portacabins in the middle of the Campus)
- One to three members of staff will rotate
- Assistance with e-learning
- A variety of activities focusing on wellbeing and oracy
- Provision across 20 days
- These pupils will join their year group peers on the specific days that they are in school

Reception – Year 3 Provision

- Approximately 20% of pupils will attend school on allocated days
- There will be a maximum of eight pupils per group in the Lower School building
- One to three members of staff will rotate to work with each group
- Social activities to promote wellbeing
- A variety of tasks focusing on oracy
- Approximately three visits before the summer holiday

Year 4 Provision

- Maximum of eight pupils per group in the Lower School building / Middle School area
(Pupils will transition from the Lower School to the Middle School during this period)
- One to three members of staff will rotate to work with each group
- Social activities to promote wellbeing
- Focus on transition and settling into the Middle School
- A variety of tasks focusing on oracy
- Approximately six visits before the summer holiday

Year 5 Provision

- Maximum of eight pupils per group in the Middle School building
- One to three members of staff will rotate to work with each group
- Social activities to promote wellbeing
- A variety of tasks focusing on oracy
- Approximately four visits before the summer holiday

Year 6 Provision

- Maximum of eight pupils per group in the Middle School area
- One to three members of staff will rotate to work with each group
- Social activities to promote wellbeing
- A variety of tasks focusing on oracy
- Focus on the transition to Year 7
- Activities to mark and celebrate the end of their time in school up to Year 6
- Approximately six visits before the summer holiday

Provision for Years 7 - 9

- Maximum of ten pupils per group in the Upper School area
- One to four members of staff will rotate to work with each group

- Restart face-to-face teaching and revise topics at the end of the academic year
- Focus on supporting e-learning
- Social activities to promote wellbeing
- A variety of tasks focusing on oracy
- Approximately three visits before the summer holiday

Year 10 Provision

- Maximum of ten pupils per classroom in the Upper School area
- Entire classes can be taught in suitable locations e.g. the Sports Hall (desks spaced out at two metre intervals)
- One to four members of staff will rotate to work with each group
- Restart face-to-face teaching
- Present the learning programme for year 11 (subject-specific) to give certainty to pupils before the summer holiday
- Focus on supporting e-learning
- Social activities to promote wellbeing
- A variety of tasks focusing on oracy
- Approximately six visits before to the summer holiday

Year 11 Provision

- Sessions to be located in the Lifelong Learning Centre
- Year 12 Taster Sessions will be delivered online
- Focus on the transition to the Senior School in September

Year 12 Provision

- Varying groups of pupils will be taught in the Lifelong Learning Centre (with strict two metre social distancing)
- Pupils must use the entrance at the Lifelong Learning Centre
- 1-3 members of staff will rotate to work with each group
- Restart face-to-face teaching
- Focus on supporting e-learning
- Social activities to promote wellbeing
- Support from Mr. Evans and Curriculum Leaders in order to alleviate worries about Year 13
- Approximately eight visits before the summer holiday with one option column offered per day

Behaviour Management

We will continue to uphold our high standards in regard to behaviour management. Pupils must continue to adhere to high standards of behaviour and keep a distance of two metres from everyone at all times. Any behaviour that endangers the health and safety of pupils and staff will be dealt with following our strict behavioural guidelines. This may include immediate exclusion. We kindly ask that parents and carers discuss the importance of adhering to these high standards with their children in order to support our efforts.

By 'Working as One Community, we can keep everyone as safe as possible as well as promote a happy environment at school.

**Let us move forward together.
We take this opportunity to
thank you for your continued support.**

Mr Trystan Edwards & The Staff of Ysgol Garth Olwg

Attachment 1 – Main Guidance Documents

This guidance is informed by the following documents:

Local Authority Guidelines

Coronavirus (COVID-19): Guidance for the safe re-opening of schools
VERSION 1 (11.6.20)

Operational guidance:

<https://gov.wales/operational-guidance-schools-and-settings-keep-education-safe-covid-19>

FAQ Link:

<https://gov.wales/schools-increasing-operations-29-june-coronavirus>

Guidance for hubs and schools (17.4.2):

<https://gov.wales/sites/default/files/publications/2020-04/guidance-hubs-schools-coronavirus-provision.pdf>

This guidance aims to ensure that schools and childcare settings are safe for staff and children, maintaining social distancing wherever possible while supporting well-being. Under regulation 6A of the Health Protection (Coronavirus Restrictions) (Wales) Regulations 2020 (the “Coronavirus Regulations”), a person responsible for a workplace is required to take all reasonable measures to ensure that a distance of 2 metres is maintained between persons on particular premises. This requirement includes schools and childcare settings. Further information can be found at:

<https://gov.wales/sites/default/files/publications/2020-04/the-health-protection-coronavirus-restrictions-wales-regulations-2020-as-amended.pdf>

Attachment 2 – Isolation Guidelines

Stay at Home guidance for households: current guidelines illustrated

Criteria and guidance applied as of 17/03/2020:

Incubation period = maximum 14 days

Day 1 is the first day of symptoms

The 14-day period starts from the day when the first person in the house became ill

- If you live with others and you are the first in the household to have symptoms of coronavirus, then you must stay at home for 7 days
- If anyone else in the household starts displaying symptoms, they stay at home for 7 days from when their symptoms appeared, regardless of what day they are on in the original 14-day isolation period
- Household members who remain well stay in self isolation for 14 days due to maximum incubation period, calculated from day 1 of first symptomatic person
- **Household members do not need to restart the clock if other members become symptomatic during the 14 days self-isolation**

If you develop new coronavirus (COVID-19) symptoms at any point after ending your first period of isolation (self or household) then you and your household need to follow the isolation guidance again. Anyone who has previously tested positive for COVID-19 has probably developed immunity and does not need to isolate again.

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
Person																						
Example household 1	A	X	+7 days from becoming ill						√													
	B			X	+7 days from becoming ill						√											
	C														√							
	D															√						
Example household 2	A	X	+7 days from becoming ill						√													
	B				X	+7 days from becoming ill						√										
	C												X	+7 days from becoming ill						√		
	D														√							

Key:

X	when illness started - first day of symptoms
√	allowed to go out again