



HUNTINGTON SCHOOL

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Headteacher: Mr J M Tomsett

15 July 2020

Dear Parent/Carer

Arrangements for September 2020

I hope you are all safe and well.

The great news is that we will be open in September to ALL students!

We have been open to vulnerable students and essential workers' children ever since the lockdown began. We have welcomed back our Year 10 and Year 12 students over recent weeks. On any one day now there are over 100 students and 80 members of staff on site.

Since March not one person, student or staff, has contracted the virus in school.

We have spent a great deal of time ensuring that we have followed the government's guidance about the full reopening of schools in September, which can be found [here](#). Whilst the threat of spreading Covid-19 still exists, we have put in place a number of new arrangements to ensure we minimise further the threat of spreading the virus whilst delivering a full curriculum for our students.

We feel certain that school is as safe as it can possibly be and we want to welcome back every single one of our students in September, including those with certain medical needs who may have been classified as clinically vulnerable or clinically extremely vulnerable during the lockdown. ***If you have any queries regarding your child's medical needs, please contact Gail Naish, Deputy Headteacher and SENDCO: g.naish@huntington-ed.org.uk***

There is a lot to communicate, so I will be brief.

As you will see, for the first half-term school will operate quite differently to normal. Students will have to take much greater responsibility for their conduct than ever before. We will be working together to ensure that the school is a safe place to work and study, and that we minimise the risk of spreading the virus so that we can remain open.

I have bullet-pointed the key headlines below and then given greater detail in the main section of the letter:

- **All students will be back in school in September and online provision will cease.**
- **The students will follow their normal timetable, within their normal classes for each subject.**
- **We will create Year Group “bubbles” in six separate areas of the school building.**
- **The six Year Group bubbles will be kept separate upon entering the school site, throughout the school day, and when leaving the site.**
- **Staff will be able to move between the Year Group “bubbles” so that we can have the right teachers in front of the right classes at the right time.**
- **There will be slight changes to the timings of the school day, with a shortened lunchtime.**
- **There will be minimal practical work.**
- **There will be no extra-curricular activities.**
- **There will be packed lunches only.**
- **There will be no short Mondays for the first half-term.**
- **Buses will pick up students in single Year Groups rather than mixed Year Groups.**
- **Our Pastoral system will be structured around Year Groups not Houses.**
- **We will review the situation the week beginning 5 October 2020 and aim to return to our normal school arrangements for the second half of the autumn term.**

IMPORTANT: Students showing signs of illness

The [main symptoms of Covid-19](#) are:

- **a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **a loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

To help us keep the school safe and open, please do not send your child into school if they are feeling ill and especially if they have even just one of the symptoms listed above. If students are poorly and show any of these symptoms, we will contact their parents to come into school to collect them from our Covid-19 isolation room. If in any doubt, please look after your child at home.

Students who show any of the main symptoms of Covid-19 must be tested for the virus. Details of how to be tested can be found [here](#). School reception will give you a letter if we have to send your child home because they are symptomatic. Students who are symptomatic will not be allowed back into school until they have been tested for Covid-19 and school has been able to verify the result of the test.

Preventing the spread of the virus

There are five major steps we must take to prevent the spread of the virus and students will be expected to cooperate fully to help us ensure those five major steps are implemented every single day of school:

1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
2. Clean hands thoroughly more often than usual.
3. Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.
4. Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
5. Minimise contact between individuals and maintain social distancing wherever possible.

We are not expected to implement strict social distancing between students, but are being asked to put in place structures to reduce the likelihood and scale of any transmission of Covid-19. Students should maintain a social distance from each other where they can; furthermore, *touching other people in school is prohibited*. Where possible, we want to ensure that adults in the school maintain 2 metre social distancing from other adults and students.

Behaviour standards

In these extraordinary circumstances, we expect our students to behave responsibly and to help us run school safely. We have faith in our young people to step up to the plate and help us run school safely and effectively.

It follows, then, that poor behaviour will not be tolerated. Parental support for our high standards and expectations will be crucial in helping us run school, and I would like to thank you in advance for your help in emphasising to your children how important it is that they play their part in the full reopening of school.

Arrangements for the first week of term

The school term begins on Monday 7 September 2020. The details for that week are as follows:

- Monday 7 September 2020: Staff training day – school closed to students;
- Tuesday 8 September 2020: School open ALL DAY to Year 7 students only and buses will run for Year 7 both morning and afternoon;
- Wednesday 9 September 2020 onwards: School open to all students.

Travelling to school

We strongly encourage students to walk or cycle to school. For further information on cycling and walking please see: <https://www.itravelyork.info/>. You can also find the Active Travel page – York Education, here:

<https://www.yorkeducation.co.uk/plusv2/6fd5a768-99a3-409f-9478-f98b7efac7be>

We are working with the school bus companies and the Local Authority and will finalise arrangements for travelling to school by the school bus service over the summer. The Local Authority will be in contact with parents regarding the new arrangements towards the end of August.

It will help if individual students can sit in roughly the same seat every time s/he uses the school bus. This will help us track and trace any students who may be affected if one student tests positive for Covid-19.

Whether students cycle to school or walk, to help us contain any spread of the virus, they should not mix with students from outside their Year Group.

For parent/carers who have received and completed an application form for home to school transport for their child from September (on York Pullman services), please be aware that passes will be issued in late August, and posted out to your home address. If you have not yet returned your form please do so as soon as possible to schools@yorkpullmanbus.co.uk . If you have lost your form please email education@york.gov.uk and we will email a copy to you. The delay is due to the additional planning requirements needed in line with schools returning in September. Please be reassured that you will receive a bus pass for your child and all the relevant timetable information before the start of the new school year. If you have any queries please contact York Pullman on 01904 622992 or email schools@yorkpullmanbus.co.uk

If you are dropping your child off at school, please do not drive onto the school site as we will be operating a Covid-19 safe bus system that will rely upon students remaining on buses until we can open their specific entrance to school. Please do not stop in the school entrance and exit areas as the buses will need access throughout the 8.20 am-9.00 am period. There are many safe areas to drop your child off in the vicinity of school and we ask you politely to help us manage drop-off time securely.

We will erect bike racks in each Year Group bubble area across the site, so that students will be able to keep their bicycles safe throughout the day.

Entering the school site

There is a separate entrance for each Year Group. Students should not gather in large groups around the site, but make their way immediately to their Year Group entrance and wash their hands, before making their way to their form/registration room.

The school site will not open to students until 8.20 am. It will take some time to ensure that all students wash their hands thoroughly at the beginning of the day. We need a steady stream of students coming into school between 8.20 am and 8.50 am. With six hand-washing centres – one for each Year Group – we think we will be able to have every student in their Form Rooms, hands washed and sanitised, by 9.00 am. All students should aim to be on site in their respective hand-washing centres, by 8.50 am. Registration time will finish at 9.10 am and period 1 will begin at 9.15 am. Students will be marked as late if they arrive after 9.00 am.

All students will complete a supervised hand wash each morning. Sanitiser will be available in every classroom. On the first morning, we will inform students which room they will register in as they are waiting for the handwashing stations.

When a bus arrives, the students will remain seated on the bus until their specific Year Group entrance is opened.

Information about the entrance procedures for each Year Group is detailed below:

Year Group	Entrance to school	Handwashing	Year bubble location
7	Wilberforce Drive Entrance A	Dining Hall	Cook rooms
8	P Block entrance	Sixth Form Common Room	Ground floor Johnson House and the Library
9	Wilberforce Drive Entrance B	Hut at the end of Wilberforce Drive	Wilberforce House
10	Johnson Door (near Boys' PE)	Top floor Johnson (Food rooms)	Johnson 1 st & 2 nd floors
11	Back of Gym	Sports Hall	P Block
12/13	Business Studies Green Gate	Main Hall	Brontë rooms, Dining Hall and Main Hall

The School Day

We will have new timings to the school day:

0830 – 0910	Registration in tutor groups
0915 – 1010	Period 1
1015 – 1110	Period 2
1110 – 1125	Break (outdoor spaces)
1130 – 1225	Period 3
1225 – 1305	Lunch
1310 – 1405	Period 4
1410 – 1500	Period 5

Year 7 Depart	1500
Year 8 Depart	1503
Year 9 Depart	1506
Year 10 Depart	1509
Year 11 Depart	1512
Year 12/13 Depart	1515

At the end of the day, we will stagger students leaving their classrooms, so that we minimise the mixing of students across Year Groups. Students will get straight onto their bus, rather than queue up in the Bus Bays. Students who have walked or cycled to school should leave the site immediately and avoid mixing across Year Groups.

If students are late for school, they should report to reception and a member of staff will ensure they get to their teaching room safely.

Toilets and drinking water

Following the advice of Public Health England, we are focusing some of our increased hygiene practices around toilets, which need, for obvious reasons, to be kept extremely clean. Consequently, we are expecting students to manage the day so that they do not have to go to the toilet during lessons unless it is an absolute emergency. At break and lunch only one student is allowed in a toilet at a time. Any students found hanging around in toilets unnecessarily will face disciplinary consequences.

Drinking water fountains have been turned off as they are a potential site for spreading the virus. If your child wants to drink water during the school day, he or she must bring their own full drinking bottle with enough water to last for the day.

Lunchtimes

We have shortened lunchtime as the areas for students within their bubbles are very limited.

In the first half-term, in order to ensure a safe and secure start to the school year, we will not be able to provide hot food. We would encourage all students to bring a packed lunch. Where this is not possible, we will be able to provide a packed lunch that can be delivered to the child's classroom during period 3. For students who usually receive free school meals, we will provide a packed lunch. The Dining Hall will not be in general use; it will only be open for staff and sixth form students to work in during the day.

Students will have 15 minutes to eat their lunch with their period 3 teacher. There will be a student rota for cleaning the tables in the classroom once lunch has been eaten. Students will then have 25 minutes outside to get some fresh air before period 4 begins. Students must take home all their rubbish.

For the first half-term Year 11 students will remain on-site at lunch time.

Before and after school

For the first half-term there will be no Breakfast Clubs before school begins, and no P6 provision after school. We will review the situation regarding both of these aspects of our provision on a weekly basis.

School Uniform

School uniform will revert to normal standards. Trainers may be brought in to change into when your child has a PE lesson. Mobile phones should now not be brought into school. No rings should be worn as they impede the thorough washing of hands.

Equipment

Students should ensure that full range of classroom equipment/stationery is brought to school as students cannot share equipment and staff will not be able to give students spare equipment due to the threat of spreading the virus. A full list of required equipment and stationery will be published on the school website.

Students should bring a coat as indoor spaces may be colder than normal due to us having to ensure good ventilation. If it is cold in class, teachers will be able to let students wear coats if necessary.

Students will spend break and lunch outside unless it is raining hard, so please make sure your child has a good coat for the winter.

Houses

For the first half-term, we will operate a Year Group system. That does not mean that the House system has been abandoned, just that for the first seven weeks of term it will be easier to run school on a Year Group basis. Despite these temporary Year Group arrangements, students' House Leaders/SSLs will remain the main point of contact for families.

Extended Learning

We will not be setting extended learning for the first week of the autumn term. Extended learning will be set from the second week, and we will continue to use Microsoft Teams when setting *some* work.

Practical Work and PE

There will be very little practical work in the first half-term as access to specialist rooms, like Food Technology rooms, will be very limited. PE will be undertaken in school uniform as there are no changing facilities available.

Lockers

There will be no student lockers available. Helpfully, due to the lack of practical work, students will not need to use lockers.

Finally

The government will be sending schools further guidance on 11 August 2020. As you will be aware, things can change quickly when it comes to the spread of the virus. ***We will be sending further information to parents over the summer, as things progress.***

We feel confident that our students will rise to the considerable challenge and play their part in ensuring a successful full reopening of school. If you have any queries over the coming week, please contact Matt Smith, Deputy Headteacher, at m.smth@huntington-ed.org.uk who will be in charge of school for the final few days of term whilst I undergo a minor procedure in hospital.

To finish I would like to thank all the students, staff, parents and governors who have worked so hard together to keep our school open and to keep our students studying, in school or remotely, throughout the pandemic. We will hit the ground running in September and, with a bit of luck, we will soon be able to return to some kind of normality.

I hope you have a lovely summer and that the sun shines upon us all!

With kindest regards and warmest best wishes,



John Tomsett
Headteacher